Dear Participants & Families,

Thank you for joining us for a creative and exciting year at the Richmond Arts Centre. For those returning, welcome back! For those who are new to the program, we look forward to being a part of your journey as a dancer.

The Richmond Arts Centre school year dance program is part of the City of Richmond Arts Services department, and is designed to provide quality dance training that is accessible to the community. This program provides the inspiration and technical skills needed for excellence in dance. Other benefits include strengthening leadership, team work, physical health, confidence and academic success.

Website – www.richmondartscentre.ca
We would like to share with you our website, designed as a tool to share important program information with participants and their families. The website is our main form of communication-share. To ensure participants and families do not miss updates, we will be sending notifications via email to alert you when an update affecting your class has been made. This will be our only formal newsletter sent this year, with other information being sent via the website with email notifications.

The information outlined on this website will help prepare you for an enriching experience in the program. Please be sure to review the following pages on the website, prior to the start of your School Year program.

Dress Code
Dress Code is an important aspect of the school year program and helps instructors in teaching most-effectively and efficiently. Please review the dress code page on the website to ensure you have the correct attire for your class.

Forms
This page contains important forms required for participants in the program. All dancers are required to submit both the Parental Consent Form, and Videotape & Photograph Release/Waiver Form. PDF versions of these forms can be found on the Forms page, with hard copies available at the Cultural Centre front desk, and must be submitted to your instructor no later than Sunday, September 22, 2019.

Withdrawal Policy
We ask that all families review this section, as it contains specific withdrawal dates for the 2019 School Year.

Expectations
Our dance community is made up of hundreds of students. We constantly review and update our guidelines to ensure the most efficient and safe experience possible. These expectations are in place for all of us: students, parents, instructors and staff, and can be viewed through the Expectations tab on the website. An expectation form will be distributed during the first week of classes, and will also be made available on the website as of September 9, 2019.

Key Dates Calendar
This page contains all important dates for the upcoming year, including withdrawal dates, event details, rehearsal/performance dates for the year-end recital and no class dates.

Contact Information
All information pertaining to School Year programs will be posted on the website. Email notifications will be sent out when updates are made. To ensure you receive notifications, please keep your email address up to date. You can do so by visiting the front desk of the Richmond Cultural Centre. We ask that all families update their email addresses with the Cultural Centre front desk team by October 15, 2019.

We strive to provide high-quality arts education and are always aiming to maintain a high standard of instruction and customer service. Should you have any feedback you wish to share with us, please feel free to contact us. Please note, email and direct phone calls are our main form of communication for program information with regards to the School Year Dance Program.

We look forward to the start of the 2019/2020 school year dance program!

Sincerely,
Loryn LeGear | Arts Programmer
E: LLeGear@richmond.ca P: 604-247-8325