

SPOTLIGHT ACTING ACADEMY
2022-2023



SPOTLIGHT APRIL 2022
CHICAGO



At Spotlight Acting Academy, our mission is to work with students who love to act, sing, and dance recreationally **and** for those with a serious interest in pursuing the performing arts.

We can help them discover and/or grow their respective talents.

The training at Spotlight is “practical”!

We love to train students in areas they can master to perform, work, compete and have fun. These areas include, but are not limited to, creating and cultivating a character, that character’s purpose within a given scene/play/musical, their motivation, dialect, projection, articulation, engaging an audience, understanding the author’s intent and how to achieve it, sharing the stage with others, memorizing quickly, confidence, and other relevant and necessary skills. We encourage all students and ages to try acting. *Our classes include singing and dancing and we do encourage our students to also take dance lessons and voice lessons to help expand their growth.*

Spotlight Classes Offered:

Razzle Dazzle
(Ages 4&^) Monday 5:30-6:30

Broadway Bound
(Ages 8&^) Monday 6:30-7:30

Totally Drama
(Ages 10&^) Monday 4:30-5:30

Curtain Call
(Ages 13&^) Thursday 4:30-6:30

Take Stage
(Ages 14&^) Tuesday 4:30-6:30

The following is information to help you navigate Spotlight Acting Academy guidelines:

Our session begins on *Aug 15th, 2022.*



Your On-line Portal: <https://app.thestudiodirector.com/danceunlimitedpac/portal.sd>
This is where you can find info regarding your child's classes, tuition, waiver, attendance, leveling etc. Parents must accept the on-line Waiver prior to dancers being allowed to attend any classes.



Tuition: is Auto Drafted on the 1st of every month and considered late BY the 5th of every month. Auto draft is thru ACH, we do not accept Credit Cards. IF your preference is to pay cash for tuition, it becomes your responsibility prior to the 5th to make sure payment is made. In addition, *you will need to sign a form at front desk REQUESTING auto draft be turned off.*



Communication: Please make sure all your personal info is current. We use email and Remind texting as our primary forms of communication. Please download the REMIND App. You will receive an email with your child's class code.



Absences & Makeup Classes: Please email or call to notify us of student absences. There are no refunds or credits given to absences due to illness, injury, or holidays. However, students are ALWAYS allowed to makeup missed classes in alternative classes of any style in their age group.



Studio/Weather Cancellations: Students will be notified prior to the class if it is canceled. Classes may be canceled without prior notice if an emergency occurs. In case of a weather-related closure, we will send an email & post on our social media. Edmond/OKC School closings do not determine DU closings. Decisions are made by 2pm.



Medical: Please provide any medical troubles and allergies to the front desk and the instructor. Face coverings are optional. If you wish to still wear one, you are more than welcome. As always, please stay home if you aren't feeling well! Thank you in advance



Need to Cancel? We recommend giving your child 1 month to get acclimated. This allows them time to adjust to a new environment and create friendships with those in their class. But if needing to **drop a class**, here are details: In order to drop a child from a class and **stop payments** for the upcoming month a drop form must be filled out and handed in at the front desk or emailed NO LATER THAN 3 DAYS PRIOR TO END OF MONTH. There are **no** exceptions, and **no** refunds will be issued once tuition has been drafted.

Fall 2022 /Spring 2023 Productions:

The Addams Family

will be presented by Razzle Dazzle, Broadway Bound, and Totally Drama

Performances: Weekend of November 4th (Totally Drama), weekend of November 11th (Broadway Bound & Razzle Dazzle)



Young Frankenstein

will be presented by Take Stage and Curtain Call

Performances: Weekend of October 21st



Production Fee per show is \$100

Production Fee helps cover: Performance Licensing, Lighting Rental, Sound Rental, Light and Sound Operator, Set, Props, Insurance, Programs, Scripts, Music License, etc.

Costume Fee per show is \$85.

Students are responsible for their own make up, shoes and costume base.

Spotlight Acting Academy does charge admission to shows - tickets are \$15.

Ticket payments can be made in cash or check form, OR payment can be auto-drafted from your account with us on your classes specific auto-draft date.

Each show has one Production Fee and one Costume Fee each semester. Fees are drafted on the following dates:

*Take Stage & Curtain Call: **August 18th & March 3rd***

*Razzle Dazzle, Broadway Bound, & Totally Drama: **September 13th & March 3rd***

What To Wear:

- Comfortable clothing that they can move in

NO open-toe shoes. Dance shoes or tennis shoes must be worn.

All students should bring a notebook, pencil, and any script materials the teacher requests to every class.

No food or drinks allowed in the acting room. They must stay in the cubbies in the hallway.

No cell phones permitted in class

No toys permitted in class.

Communication

Dance Unlimited & Spotlight Acting Academy pride ourselves on transparent communication with all families and students. Our primary form of communication is email and Remind texting.

Please download the Remind App. You will receive an email with your class code(s). Please make sure that you're receiving emails from Dance Unlimited and that we are not going into your spam folder. It's also very important to check in with the front desk often whenever your contact information changes.

We post important updates on our website and our social media platforms daily. You can also follow our Google Calendar to keep up with everything happening at Dance Unlimited.

Contact Information

1217 E Hefner Road - Oklahoma City, OK 73131

(405) 242-4612

www.danceunlimitedpac.com

Office Hours: Monday-Thursday 3:00PM - 9:00PM

Jonathan Beck Reed, Spotlight Director jbeckreed@cox.net

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