

THESPA: THE SPACE OF PERFORMING ARTS

# Information Booklet



# 2025



## Information Booklet

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# 03



## What is THESPA?

We are your one-stop shop, your space of performing arts. At THESPA, we are committed to bringing professional level performing arts training and education to New Plymouth. Founders and husband and wife duo, Helena and Cameron have strived to make THESPA an inclusive, effective and cooperative environment for training across the three main performing arts disciplines: dance, singing, and acting. We know that private lessons can be expensive, our hope is that by joining THESPA, you are getting all you need across a wide range of skills, all under the same roof.

However, a THESPA student is more than just a 'dancer', 'singer', 'actor', or 'musician'; they do it all. Much like your more conventional sports, THESPA classes operate like a team-sport. While everyone may bring their own unique strengths, it is by working together, learning from each other and building each other up that we achieve success: confident, skilled and artistic performers and people.

Our THESPA GUESTS programme provides our Company students the opportunity to work with some of the best working performers, teachers and creatives. Our wide range of industry contacts help our students hear about the industry direct from the source, giving a realistic idea of performing arts in Aotearoa New Zealand.

Anyone can learn how to sing, dance, or act - all you need is the patience and enthusiasm to give it a go!



Penny Maton, Intermediate Company. Showcase 2024.



# 04

## MEET THE TEAM



### Cameron McHugh Co-director, Head of Music & Drama

Cameron McHugh is a professional educator, singer, performer and musician born and raised in Ōtautahi Christchurch. He is a graduate of the National Academy of Singing and Dramatic Art (NASDA) at which he composed original music for two shows, accompanied many performances and developed a strong passion for teaching and music direction. After graduating he went on to complete a Postgraduate Diploma in Teaching and Learning to become a Primary School Teacher, now working at FITZROY SCHOOL. He also has completed a certificate in vocal pedagogy and technique from New York City's biggest vocal studio: NEW YORK VOCAL COACHING for which he applies in his teaching both at THESPA, but at his own singing studio CAMERON MCHUGH MUSIC, where he teaches private vocal, piano and music theory lessons. Cameron's professional credits include: Bob Gaudio/Frankie Valli U/S, JERSEY BOYS (New Plymouth Operatic Society); Andrej, ONCE (The Court Theatre);

Pianist/Host, LATE NIGHT PIANO BAR SING ALONG; Pianist, WHAT THE QUIZ IS THIS? (TAFT Cabaret Festival); Vocal Director, URINETOWN; Director, LITTLE SHOP OF HORRORS; Jamie, THE LAST FIVE YEARS; Featured Soloist, MTI's ALL TOGETHER NOW! (4th Wall Theatre); Music Director/Arranger, OR SO THEY SAY (Blackboard Theatre Collective). Cameron has completed ABRSM Grades in Piano, Music Theory, Violin, Viola, Trombone, Singing, and Speech and Drama. Cameron has also completed NZAMD exams in Jazz, Tap, Ballet and Contemporary. Cameron is known for his sayings: "Strong and Wrong" and "Loud and Proud"; whatever you do, do it with confidence and the rest will follow. Music and drama has helped Cameron become the man he is today and he hopes his work at THESPA will do the same for many other tamariki over the years.



### Helena McHugh Studio Director, Head of Dance

Helena McHugh is a graduate of the National Academy of Singing and Dramatic Art (NASDA) in Ōtautahi Christchurch, where she completed a Bachelor of Performing Arts majoring in Musical Theatre. As a student, she was Dance Captain of 42ND STREET, and choreographed EARTHQUAKES IN LONDON as well as multiple musical theatre ensemble numbers. Since graduating, Helena has had the privilege of working within Musical Theatre in Aotearoa. Credits include: Director, CHICAGO (NPOS); Director/Choreographer, CURTAINS (4th Wall Theatre). Choreographer credits include: SEUSICAL THE MUSICAL (NPOS); URINETOWN, THE LAST FIVE YEARS, LITTLE SHOP OF HORRORS, MTI's ALL TOGETHER NOW! (4th Wall Theatre); COCA FESTIVAL, CHRISTCHURCH WINTER FESTIVAL (2Productions); COCA COLA CHRISTMAS IN THE PARK (JK Performing

Arts). Helena grew up in dance classes, having completed NZAMD exams in Jazz, Tap, Contemporary, as well as Advanced 1 RAD Ballet and other exams such as Trinity level 9 Speech and Drama, Musical Theatre, and Singing. Helena is passionate about all things theatre and dance and knows the heights people can achieve when they exceed their own expectations. Helena hopes that THESPA can continue to inspire many people old and new to step out of their comfort zone, try something new, and most importantly: follow their dreams. Helena, like many others, grew up being told that performing arts was not a "real" career: yet here she is. If you are passionate and driven enough; anything is possible.





# Drew Noble

## Choreographer, Dance & Acting Teacher

Drew Noble is a graduate of the National Academy of Singing and Dramatic Art (NASDA) where he completed a Bachelor of Performing Arts (Musical Theatre). His professional credits include: u/s Bob Gaudio, JERSEY BOYS; KINKY BOOTS (G&T Productions); SHREK THE MUSICAL (Showcase Entertainment Group); Choreographer, CHICAGO (New Plymouth Operatic Society); Frank Cioffi, CURTAINS (4th Wall Theatre); AND THE WINNER IS..., LAUNCH TO THE FUTURE (Echelon Productions); KINKY BOOTS (Showbiz Christchurch). In 2018, Drew was the recipient

of the New Zealand Dance Awards' PRO/AM MUSICAL THEATRE SCHOLARSHIP which earned him a trip to train at Broadway Dance Centre in New York City. Drew also regularly teaches dance and acting at other institutions around the country, most notably back at NASDA where he trained. He loves to help inspire the love and craft of musical theatre in others, and share his undying passion and dedication to the artform he loves. **@drewnoble222**



# Laura-Lee Schutte

## Musical Theatre Teacher

Laura-Lee began her performing career at the age of five, harbouring a great passion for singing, acting, and dancing on stage. She completed her studies in musical theatre & dance at OAKFIELDS COLLEGE. Since immigrating from South Africa in 2022, she has already graced our local stages with credits such as: Featured Vocalist (Christmas at the Bowl); Solosist, HEAR ME ROAR (New Plymouth Operatic Society); Penelope Pennywise, URINETOWN (4th Wall Theatre). Back in South Africa, she has appeared in shows such as: LIEFLING DIE MUSIEKBLY-

SEL; HOT MIKADO; HOT MIKADO; CARRIE THE MUSICAL; FLESH; THE CRADLE WILL ROCK; CALLING ME HOME; CURTAIN CALL. She was also involved with HOOPVOL, an educational theatre show that was nominated for a Naledi Theatre Award. Laura-Lee is the owner of BRAVO! STUDIOS for the past eight years, specialising in contemporary and musical theatre style singing and acting. She is fully qualified in Trinity Rock & Pop vocals, as well as trained by the world-renowned Cheryl Porter and her 'THE VOCAL METHOD' syllabus.



**My daughter has developed incredible skills in dance and gained so much confidence in singing. The friendships she has made are strong and supportive, creating a real sense of community. The opportunities she gets—from exciting performances to workshops and unique experiences—have been truly amazing and have helped her grow not only as a performer but as a person. THESPA has been a transformative experience for her, and she looks forward to every moment she spends there!**  
- Kayla Pretty-Taylor



Junior, Intermediate and Senior Company Showcase 2024.



# THESPA COMPANY PROGRAM

# 08

*Performing Arts is a sport,  
Company is your team.*

THESPA Company is unique to most other dance schools. Usually you would enrol in multiple classes over a series of days each week, and in each class you would work on your exam material for 45 minutes and then... well that may be all you do for the entire year. Extra dance styles, team dances and performance opportunities usually come at an extra cost and time commitment on top of your busy dance schedule. THESPA's Company Program aims to better this outdated system.

Similar to your school's sports teams, where a child works their way up over the years from the 3rd XI to the 1st XI, or from the u15 age bracket to u18, Company classes are streamed by age and/or ability to help keep kids learning optimally alongside others at the same stage. Instead of 8x45 minute dance classes, usually with different people in each, Company is split into 2-3 weekly sessions, always with the same people, and always working on something different.

**SENIOR COMPANY**  
13-18 Years



**INTERMEDIATE COMPANY**  
10-13 Years



**JUNIOR COMPANY**  
8-10 Years



**MINI COMPANY**  
5-8 Years



Please note that the ages are a suggestion, not a guideline. If your child shows an interest in moving class, we will discuss your options with you. If you have any questions about which company class is right for your child, please contact us at [admin@thespanz.com](mailto:admin@thespanz.com).

Senior Company performing 'Sweet Dreams'. Finale 2023.

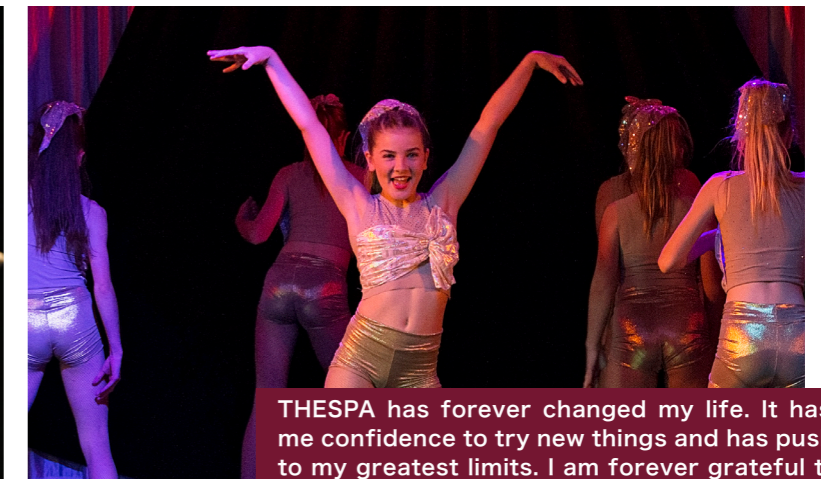


# SENIOR COMPANY

TUESDAYS	- 06:30pm - 9:00pm
THURSDAYS	- 06:30pm - 9:00pm
SATURDAYS	- 10:00am - 3:00pm



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THESPA has forever changed my life. It has given me confidence to try new things and has pushed me to my greatest limits. I am forever grateful that my parents have let me dance here and they have loved watching me grow and express my creativity.

- Leah Gunson, Senior Company

Senior Company is our most elite training, designed for students in all performing arts disciplines. Training 10 hours a week is a lot, but it's the exact reason why Senior Company excel at what they do. Instead of designated times for each discipline, there are set hours every week where company meet and are ready for anything. This means each week is different, and no two classes are the same which in our experiences creates the most resilient and versatile performers.

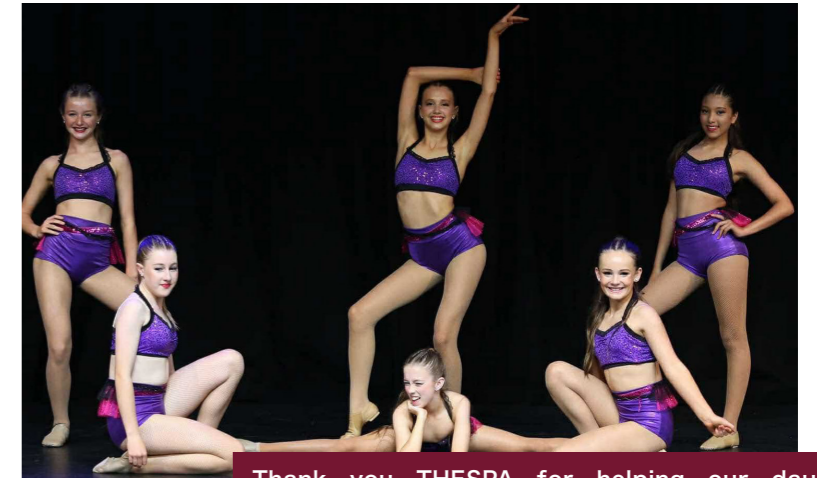
A THESPA student is a singer, dancer, actor, and musician; regardless of experience. You don't have to be a master of performing arts to join, just passionate and driven enough to give it a go - Senior Company is our best example of this. While some students are most comfortable dancing, there will be others more comfortable singing and yet instead of staying in their comfort zones, they support each other in their strengths to step across the line, be brave and try something new!

Intermediate Company performing 'Sunday Morning Fever'. Showcase 2024.



# INTERMEDIATE COMPANY

TUESDAYS	- 04:30pm - 6:00pm
THURSDAYS	- 04:30pm - 6:00pm
SATURDAYS	- 01:00pm - 3:00pm



Thank you THESPA for helping our daughter discover her passion for singing and helping her grow further in her dancing. Since joining, she's not only gained confidence, but has also reached amazing milestones. Thank you for helping her chase her dreams!

- Shannon Wainwright

Intermediate Company is still considered elite training, however caters to younger students as a way to prepare for the longer hours and more advance material found in Senior Company, all while working at a level more suited for their age and ability which is crucial for good development.

Intermediate Company's hours have been meticulously picked to allow those students who are extremely busy with Saturday sport, school and other extra curricular commitments to find the time to do what they love at THESPA. Intermediates also work closely with our Seniors on Saturday classes, futhering our "team sport" attitude towards company classes and help everyone bring out the best in their peers!

Junior Company performing 'Dear Future Husband'. Premiere 2022.



# JUNIOR COMPANY

MONDAYS	- 04:30pm - 6:00pm
WEDNESDAYS	- 04:30pm - 6:00pm
SATURDAYS	- 01:00pm - 3:00pm (optional)



At THESPA, Cameron, Helena and crew have created an environment that balances appropriate challenge with supportive encouragement where kids can develop and grow as unique individuals and as part of a team.

- Rebecca Williamson

Junior Company is for our young aspiring performers. While it follows the same structures as both Intermediate and Senior, it has a lot more focus on building strong foundational skills and knowledge for safety and confidence across the board. As an introduction to our company programme, students will be taught the basics in: jazz, tap, contemporary, hip hop, ballet, and of course Musical Theatre and group singing and acting work.

Junior Company is for everyone, from those wanting to develop their skills to the highest degree, to those who want to dance and sing in an encouraging team environment. It is the best way to introduce your child to all areas of performing arts, all while building their cooperative and creative skills.

**Junior Company have the option to pay extra and join Intermediate Company on Saturday's 1-3pm if they wish to commit to more hours and training.**





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Mini Jazz performing 'Zero to Hero'. Premiere 2022.



## MINI COMPANY

MONDAYS - 03:30pm - 4:30pm  
 WEDNESDAYS - 03:30pm - 4:30pm



Being part of THESPA Company for the past three years has been incredibly rewarding for my daughter. The camaraderie, connection and confidence she has gained by being part of this crew has been phenomenal, helping her grow as a young person and of course have loads of fun in the process!  
 - Julia McLean

New this year at THESPA, Mini Company is the peak example of our "one-stop shop" kaupapa. Instead of trying your child out at a myriad of classes and styles of dance, Mini Company delivers it all under one roof alongside other students who are in the same boat. Mini Company will follow our company programme structure, they will learn and perform routines and songs, prepare for exams - just with the focus on building the love of performing!

Mini Company was created after feedback to create a more clear pathway for young students to grow into the brightest shining stars in Senior Company. Learning and trying new things in a team surrounded by those doing the same will foster the best learning environment which in turn, will create the best results for passionate and skilled performers.

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## MUSICAL THEATRE

Our musical theatre classes are all about fun! Musical Theatre is the ultimate way to learn performing arts as you will be singing, acting, and dancing with every number you learn, making this an excellent choice for everyone, no matter your ability or experience!

The focus of our Musical Theatre classes is to create a more accessible and low pressure option for those wanting to practice performing arts. With only **one class per week** and a big focus on FUN this is sure to be a winner for everyone, no matter your age!



These classes are separated into the following age brackets:

- Mini Musical Theatre - 5-8 Years
- Junior Musical Theatre - 8-10 Years
- Intermediate Musical Theatre - 10-13 Years
- Senior Musical Theatre - 13-18 Years
- Adult Musical Theatre - 18+ Years

Each class will work on at least one routine each term from the musical theatre world. From classic Broadway hits to modern movie musicals, you name it, we've got it! All accompanied with learning the necessary skills to pull it off and perform at our end of year showcase!

*Please note age range is just a guide. If you are considering a different class than suggested, please contact us.*



Adult Musical Theatre performing 'Welcome to the Rock'. Showcase 2024.



Helena and Cameron are not only passionate about musical theatre but also passionate about teaching it. They are supportive and inclusive in their teaching and give the best tips and tricks to help scenes feel more realistic. As an adult, they have given me the chance to learn more about musical theatre and enjoy it without feeling under pressure.  
- Amy Bellomo

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## PRESCHOOL CLASSES



The Wiggles World of Dance is an enriching early childhood dance program designed to ignite a passion for movement in your little ones. Our focus is on providing a dynamic and educational experience, where music and movement intertwine to foster confident and connected children.

Our structured classes bring both joy and learning to the dance floor, ensuring each session is developmentally appropriate for our youngest learners. Join us for a journey where every step is filled with wholesome fun and meaningful growth!

### BALLET

**Beautiful Ballet** is a pre introduction to any Ballet Syllabus and a loveable dance program that aims to provide a guiding education to little ones from 12 months of age. It will explore the fundamentals of ballet technique in a fun, creative and imaginative way allowing little ones to gain an understanding of ballet dance prior to beginning a Pre Primary Ballet Syllabus.

### HIP HOP

**Strong John Hip Hop** is an energetic and fun program allowing tiny tots and young dance and fitness enthusiasts to explore their own bodies capabilities and strength in a safe environment. The program explores the fundamentals of Hip Hop Dance combined with warrior obstacles and animal athletics. Children will develop trust, strength and confidence through upbeat current dance, fitness and music.

### TIMETABLE

UPDATED 22 JAN

	BALLET	HIP HOP
<b>1-2 YEARS</b>		
MONDAY	9:30 AM	10:00 AM
SATURDAY	9:00 AM	9:30 AM
<b>3-4 YEARS</b>		
MONDAY	10:30 AM	11:00 AM
SATURDAY	10:00 AM	10:30 AM



THESPA is committed to offering various options to suit you and your dancer! Join just one class each week, or both back-to-back, or even sign on to our Flexi-Term pass to get **UNLIMITED** classes each term!

Find out more about the program at [www.thewiggles.com](http://www.thewiggles.com)

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## EXAMS, SOLOS & COMPETITIONS

Our **competition team** is our elite competing group of performers, open to all senior and intermediate company students. While there is no audition process to join this team, the standard is high for attendance in rehearsals and competitions themselves. Certainly a fantastic opportunity for those who are determined to hone their craft at the highest level.

**Exams** are a simple way of tracking growth in dance, therefore all company students are recommended to sit atleast one exam each year to give experience in a focused environment and thoroughly improve dance technique. **Exams are only available to company students;** prices will vary based on age and level for NZAMD tap, jazz, ballet and contemporary. We choose not to focus on exams all year, meaning we learn exams in roughly one term of lessons, while also continuing regular THESPA classes.

**Competition solos** give students an excellent opportunity to gain feedback from external adjudicators, as well as push their own ability and confidence in front of an audience. **Competition solos are only available for company students, and are a separate fee and rehearsal from regular company times.** While optional, we highly recommend competing for those who are wanting to excel in their individual skills and gain more experience and feedback from other professionals working around Aotearoa. **Competition soloists must also be a part of our competition team.**



# 22 THESPA GUEST PROGRAM

He tangata I akona ki te whare,  
tūnga ki te  
**We stand on the shoulders  
of giants**

While we pride ourselves on being excellent and knowledgeable teachers at THESPA, we know that we alone cannot provide the best training possible.

Therefore once every term, your company class will transform into a masterclass of expertise from a leading industry professional in Aotearoa New Zealand.

THESPA Guests are invited industry professionals from around Aotearoa. Our previous guests have included current working actors on stage and screen, tertiary-level educators, producers, directors and choreographers each with years of experience to pass on to our company students.

This programme is an imbedded part of your company class term fees. Depending on the guest, there may be an opportunity for community classes which will not only be open for our Musical Theatre students, but other members of the public as well.

To see the full list of our THESPA Guests, head to our website:  
[www.thespanz.com](http://www.thespanz.com)



FINLEY HUGHES  
@FINLEY\_4\_EVA

WELLINGTON



ANNALEE KEMSLEY  
@ANNALEEKEMSLEY

NEW PLYMOUTH



SAVANNAH MCNATTY  
@SAVANNAHMCNATTY

MOUNT MAUNGANUI



JANE LEONARD  
@\_JANELEONARD

AUCKLAND



CIENDA MCNAMARA  
@CIENDAMC

BRISBANE



HOLLY CHAPPELL-EASON  
@TWO.PRODUCTIONS

CHRISTCHURCH

# UNIFORM

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## Boys

All **Company** classes require a uniform and correct shoes. These can be purchased locally or via our second hand store found on our website. **Musical Theatre** classes have no set uniform, just comfortable and appropriate clothing and footwear.

Uniforms help company feel like a team, while also allowing teachers to consistently look for physical signs of proper or improper technique. We have aimed to select a range of uniforms that are comfortable and suitable for everyone.



“Distractingly” branded activewear is not permitted (a small logo is fine, giant white lettering is not) Any breathable exercise gear is allowed.

## Girls

### Leotards



Senior Company

Intermediate Company

Junior Company

Mini Company

### Footwear



Jazz and Tap shoes are requirements for Company. Available for girls in Tan, and boys in Black

### Leggings



“Distractingly” branded activewear is not permitted (a small logo is fine, giant white lettering is not)

## MERCHANDISE



Available exclusively from our website [www.thespanz.com](http://www.thespanz.com)

# PERFORMANCE OPPORTUNITIES 26 27



THESPA ON TOUR, Disney World 2024.

2024 was the first year of what will now be a recurring trip of a lifetime for our THESPA students to travel to New York City for Broadway classes, workshops and shows, as well as to perform at Disney World Florida. All thanks to our friend Kim at **She Shines On Dance Tours**.

This trip took a lot of work, and we are forever grateful our THESPA whānau stepped up and fundraised over \$100,000NZD towards paying for the trip! Check out the **THESPA ON TOUR Facebook page** to not only see how they did it, but get ideas of your own for our next tour in the future...

## SHE SHINES

THESPA has also appeared at **Christmas at the Bowl** for the last two years, halftime at the TSB Stadium for the **Taranaki Airls**, as well as encouraging a variety of performing opportunities locally with other performing arts groups doing great mahi in our region.

We will always produce an end of year showcase with our friends at 4th Wall Theatre, split into a Company show and a Musical Theatre show to allow everyone to purchase a ticket and make the show run shorter. Keep an eye on socials towards the end of the year, or join the mailing list at 4th Wall Theatre for more information when it arrives!



'If You Could Read My Mind'. Christmas at the Bowl 2024.

# TIMETABLE

### TERM DATES 2025

- Term 1 - February 3rd - April 5th
- Term 2 - April 28th - June 28th
- Term 3 - July 14th - September 13th
- Term 4 - October 6th - December 9th

	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY	
	Studio One	Studio Two	Studio One	Studio Two	Studio One	Studio Two	Studio One	Studio Two	Studio One	Studio Two	Studio One	Studio Two
	Mini Company 3:30pm - 4:30pm			Mini Musical Theatre 3:30pm - 4:15pm	Mini Company 3:30pm - 4:30pm	Junior Musical Theatre 3:30pm - 5:00pm					Preschool Classes TBC 9:00am - 10:00am	
	Junior Company 4:30pm - 6:00pm		Intermediate Company 4:30pm - 6:00pm	Senior Musical Theatre 4:30pm - 6:00pm	Junior Company 4:30pm - 6:00pm	Intermediate Musical Theatre 5:00pm - 6:30pm	Intermediate Company 4:30pm - 6:00pm	Competition Team 6:00pm - 6:30pm	Private Lessons 3:30pm - 6:30pm		Senior Company 10:00am - 3:00pm	Intermediate Company 1:00pm - 3:00pm
			Competition Team 6:00pm - 6:30pm				Senior Company 6:30pm - 9:00pm					
			Senior Company 6:30pm - 9:00pm									
				Adult Musical Theatre 5:30pm - 7:00pm								

# 28 TERMS & CONDITIONS

## 1. FEE POLICIES

- 1.1 Fees are strictly payable by the due date on the invoice unless prior arrangement has been made.
- 1.2 Fees that remain outstanding by the due date will incur a \$20 administration fee.
- 1.3 Failure to pay fees may result in loss of enrolment position.
- 1.4 Fees are calculate based on a 9-week term.
- 1.5 All Statutory holidays are observed and fees have been calculated over the year. Where classes fall on public holidays no refunds or make-up lessons are due.
- 1.6 Should it be necessary to move classes to an online learning space under Covid-19 restrictions, THESPA will do their best to offer as many classes as possible via Zoom. Classes that are not able to be offered in an online learning space will be credited on the invoice.

## 2. REFUND POLICIES

- 2.1 Once a term has commenced there will be no refunds if a term is not completed.
- 2.2 In some cases of illness, injury or family emergency refunds may be considered at the discretion of the THESPA Staff.
- 2.3 THESPA classes are an all round experience and term prices are not calculated as an hourly rate. Your fees cover expenses of classes, THESPA guests flights and accomodation, studio running costs and more. Should a class be cancelled due to unforeseen circumstances amongst the THESPA staff, refunds or make up classes will be at the discretion of the THESPA staff but are not guaranteed.

## 3. UNIFORM POLICIES

- 3.1 THESPA Uniform must be worn for all classes when available. No excess jewellery is permitted in class, with the exception of religious or cultural wear.
- 3.2 Hair is to be neat and tidy, and appropriately secured off the face. Those with long hair must tie in a bun for all classes.
- 3.3 A high standard of hygiene is expected from all students. Any student not meeting the expectations of personal hygiene may be asked to leave by THESPA staff.
- 3.4 Any student not appropriately dressed or groomed will not be able to participate in classes due to health and safety regulations and may be asked to leave.

## 4. NEWSLETTER & COMMUNICATIONS

- 4.1 It is the responsibility of the parents/guardians to read and keep updated with all studio information emailed and also posted on the 'THESPA: The Space of Performing Arts' and 'THESPA Members' Facebook pages.

## 5. HEALTH, SAFETY, INJURY & MEDICAL CONDITIONS

- 5.1 THESPA is not responsible for any personal injury sustained or any loss of damage of personal property whilst on the premises.
- 5.2 All students are advised to warm up before entering their class as in some cases time of lesson does not permit this.
- 5.3 THESPA will aim to provide a safe learning environment to reduce the risk of injury. It should be recognised by all students, parents/guardians that dance and performance skills by their very nature carry risks of injury or accident.
- 5.4 THESPA provides qualified and/or experienced dance teachers who actively promote safe dance practise. This being the case it should be realised that injuries do occur from time to time and students must accept this element of risk.
- 5.5 Prior to the commencement of class, it is the students' parents/guardians responsibility to inform the teacher of any pre-existing injuries being treated or of concern.
- 5.6 A first aid kit is available to any student through their teacher. We are not able to provide Panadol or equivalent or administer any other medications.
- 5.7 THESPA students are under supervision whilst in class at any time. While we endeavour to provide a safe environment, teachers and staff cannot be responsible for students outside their allocated class time. We ask that students 12 and under stay within the building until their parent/caregiver comes to collect them. Other arrangements made with parents/caregivers and their child are not the responsibility of THESPA.
- 5.8 No outside access is allowed to a child 12 and under years unless a child is supervised and this is the responsibility of the parent/caregiver. Students 12 and over may leave the building if they have the permission of the parent/caregiver.
- 5.9 Parents/caregivers should be available to collect dancers punctually at the end of the class. The teacher will remain on the premises until all of the pupils have left the dance building. Parent/caregiver collecting from the last class of the day must be on time for collection.
- 5.10 In case of evacuation, the assembly point will be outside the front doors to the THESPA Studios at the bottom of Currie Lane.

## 6. CHOREOGRAPHY POLICIES

- 6.1 Unique choreography by a teacher for class, performance and competitions remains the artistic and intellectual property of that specific teacher. Choreography must not be copied or used without prior permission of the THESPA staff.

## 7. EXAMINATIONS, PRESENTATIONS & TESTS

- 7.1 All syllabus ballet, jazz, tap and contemporary classes are taught with the intention that students will work towards sitting examinations. Students will be entered into examinations at the discretion of the students and parents.
- 7.2 Examination fees, competition fees, and costume fees are calculated separately from term fees.
- 7.3 THESPA will produce at least one (1) presentation for parents/caregivers and the public per year.

## 8. COMPETITION TEAM

- 8.1 Those involved in the competition team must be at every rehearsal on Tuesdays and Thursdays and failure to attend three consecutive rehearsals in a row may result in the student being removed from the team.
- 8.2 A costume fee of \$50 per term for the competition team is required. Parents have the option to do this, or buy each costume separately as they are needed.
- 8.3 Soloists must provide their own costumes
- 8.4 THESPA jackets, black pants, white shoes and tidy ponytails are required to be worn at every competition by the team.
- 8.5 Should a student be unavailable for a competition they must let the THESPA admin know within 5 weeks of the competition commencing.

## 9. CLASS POLICIES, EQUIPMENT AND PHONES

- 9.1 Regular class attendance is vital for students to develop and keep abreast of their training. Students must be punctual to classes to ensure they are warmed up prior to class commencing. Students who fail to attend classes regularly may lose their enrolment position at the discretion of THESPA staff.
- 9.2 Classes will have a minimum and maximum roll requirement to ensure equal opportunity for students. This will vary depending on age, level and genre.
- 9.3 Teachers at THESPA provide fair treatment and teaching practice to all students in class.
- 9.4 THESPA maintains the right to dismiss any student who damages property and causes disruptions of a severe nature in any classes, or shows disrespect to any of the teaching staff.
- 9.5 All mobile phones are to be turned off or silenced while attending classes.
- 9.6 No filming or posting of any classes on social media is to take place without the permission of the teacher or director.
- 9.7 Students are permitted to use phones for necessary messaging or calls.
- 9.8 Phones being used for social media purposes is not permitted while at THESPA classes.
- 9.9 Filming of private tuition is permitted, however this is not to take place until the teacher advises you to do so.
- 9.10 Parents/caregivers are not permitted to watch THESPA classes without the permission of the teacher or director.v

## 10. COSTUMES

- 10.1 The costume fee is supplementary to the overall cost of the costume; THEPSA incurs the cost, and the costumes remain the property of THEPSA.
- 10.2 The fees charged are considered a hireage fee.
- 10.3 Company costume fees are invoiced termly, Musical Theatre costume fees are invoiced only in Term 4

## 11. PHOTOGRAPHY AND VIDEOING

- 11.1 Photography or videoing of students in class is not permitted without written permission from parents/caregivers and the teacher/director. This is for the safety and wellbeing of each individual student and to comply with the privacy act regulations. Videoing by the teacher is permitted where necessary.
- 11.2 Photos and videos of students may be used by THESPA for publicity and promotion. Please advise THESPA staff if you do not wish your child to be filmed for promotional purposes.

## 12. PRIVACY ACT

- 12.1 This enrolment form collects personal information about you. Under the privacy act 1993 you are entitled to have access to, and request correction of this information.

## 13. COMPLAINTS

- 13.1 Formal complaints should be made in writing to the staff at THESPA. We will contact the correspondent to verbally discuss the issue(s) and will also write a letter of reply making every effort to find a resolution.
- 13.2 THESPA will always aim to provide the highest quality care for students. We take complaints and/or criticisms very seriously.

# PRICING

All pricing is found on our website [www.thespanz.com](http://www.thespanz.com) where you can also enrol in classes.

If payment is an issue for you for any reason, please contact us and we will happily sort out a payment plan.