



**MSJ
INFORMATION
BOOK**

WWW.MSJPRODUCTIONS.COM.AU



Welcome

It's our absolute pleasure to warmly welcome you into our family at MSJ Productions. Our team is thrilled to see many familiar faces return to the studio and even more excited to see some new faces join our community. We have created this one-stop handbook to hopefully shed some light on how things will run throughout the year as well as answer a lot of queries you may have before the year begins. While we would love you to take the time to read this information carefully and keep your handbook in a safe place to refer to as you need, don't forget that our friendly office staff are always here to help and will happily answer any queries you may have. Nothing is too big or too small, we promise! ☺

QUICK REFERENCE STUDIO INFORMATION

Address: O'Connor Studio - 1/16 Brolo Crt O'Connor
Bibra Lake Studio - 7/21 Tayet Link Bibra Lake
Phone Number: 0447 691 397
Email: admin@msjproductions.com.au
Website: www.msjproductions.com.au

Mission + Vision

To start us off, it's important to us at MSJ that all members of our team share our vision, our purpose and the philosophy that encompasses everything we do both in and outside of our classes. This is a vision that is shared and demonstrated by the directors, teachers and staff members at our studio and it is the driving force behind every interaction with our students and their families.

MSJ Productions is place where kids of all ages shapes and sizes learn to dance, sing and perform. This is a studio where creativity, individuality and self-expression is encouraged and has a community of teachers, students and families who are passionate about performing arts. Our goal is to create a positive and happy experience for all of our students. We strive to nurture and develop talent, celebrate the achievements of all students and inspire a love and appreciation of all styles of dance and the arts. We are committed to providing a safe and positive environment in which all students can feel empowered, comfortable and free to express themselves.

For the whole family: The whole family can enjoy classes by participating in activities at MSJ. We offer vocal tuition, dance, private lessons, musical theatre, boys only classes, acrobatics and pre school programs.

Be part of a community: You can socialise, have fun, and meet new friends and parents

Two streams + perfect balance: We have the best of both worlds at MSJ - classes to suit your child's skill level, schedule, personality and commitment. Students are encouraged to come just for fun or to train at an elite level with added competitions, performances and speciality programs.

We are passionate about spreading the joy of dance and performing arts. We want them to grow up with a love of dance and singing and always have a second place that they can call home at MSJ.

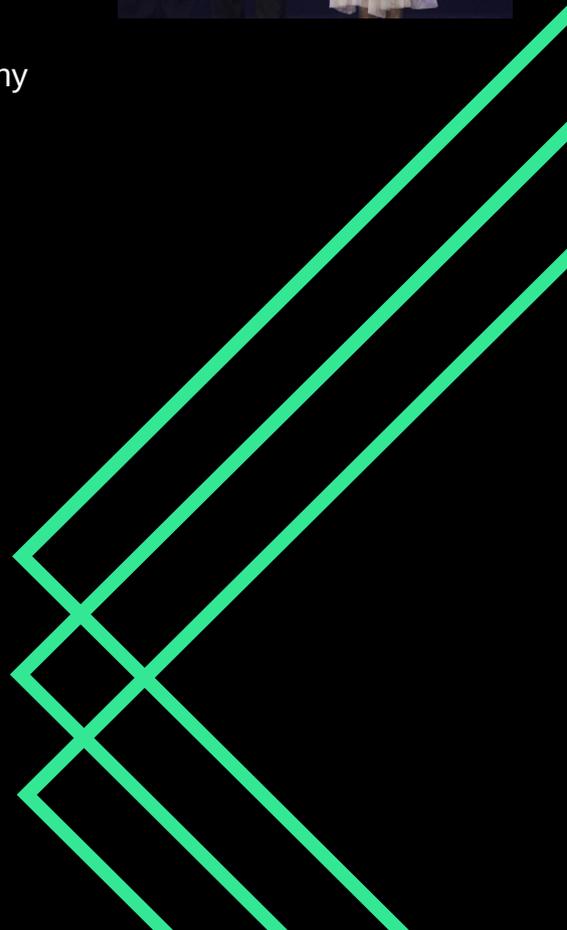
Communication

For convenience, our primary means of communication is via email. In 2020 you will receive Monday Mail and then other important information via email so please ensure you have provided the studio with an up-to-date email address that is regularly checked. We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients. Don't forget to add our email address admin@msjproductions.com.au to your contacts so we don't end up in the dreaded spam folder!

In the infrequent case of urgent information (for example, unexpected class cancellations or performance changes), we will send an SMS and/or telephone to all families. So, for this reason, please make sure the mobile phone number you have provided to the studio is correct and up-to-date.

Facebook is a great way for us to keep in touch with a large number of people at once, so we encourage all families to join our closed MSJ Families Facebook group. This group can be found at www.facebook.com/groups/msjprivatenoticeboard/ and is great to really feel a part of the community.

We always display important information, dates and studio details on our noticeboard in reception so please have a quick look when dropping off and picking up in case there is anything you may have missed. We are always happy to chat in more detail about communications you may receive from the studio, so if you need any clarification please don't hesitate to email us.



Code of Conduct



To ensure the smooth, safe running of MSJ Productions and an enjoyable experience by all, below you will find our code of conduct. We do reserve the right to dismiss or take disciplinary action on any students or parents who breach our studio's code of conduct.

Families who do not comply with their fee or costume payment obligations may be charged a late fee, and/or excluded from performances. External debt collection may occur when fees remain overdue and this will be at the expense of the client. Costume expenses are the responsibility of the parent, and costumes will not be issued to students with unpaid class fees.

No classes (including private lessons) or teachers are to be disturbed unless it is an emergency. All parents must wait in the waiting areas or outside of the studios until classes have been dismissed.

We are unable to take responsibility for our students before or after their scheduled classes and it is the responsibility of the parent to ensure their child is picked up and dropped off on time. In the case of an emergency or unavoidable delay, please contact the studio immediately to inform us of the situation so we can keep your child calm and safe until they can be collected.

Any questions or complaints must go through reception – parents and students are not permitted to contact MSJ teachers via phone, in person, or via email / social networking with studio issues unless it has been broached with the principal first.

In the rare case of a parent or student showing disrespect or defamation to any parent, staff member or student, a meeting will be called immediately and dismissal may be considered at the discretion of the principal. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

MSJ Productions takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible.

Only private lesson students are permitted to enter solo competitions and it must be with the permission of their teacher and choreographer.

MSJ Productions management reserves the right to change teachers or timetabling when necessary at any time throughout the year.

Choreography, costuming and studio policies remain the intellectual property of MSJ Productions and may not be reproduced or sold by any students, parents or staff without permission of the principal/s.



Age Groups

Children are allocated to classes primarily based on age. This is to ensure that students are surrounded by children of similar age and ability level, and can progress and develop at the appropriate pace. The age for all classes is taken as the child's age as at 31st December the year of the classes.

Mummy (or Daddy!) & Me - 18mths to Under 3 years

TiniStars - 2.5 - 6 years

Ready Set Dance - 2 - 5 years

Junior - 7 - 10 years

Intermediate - 11 - 14 years

Senior - 15 + years

Some classes are mixed age, so please check timetable for specific ages.

Attendance

Your child's attendance in class is very important to their peers and our teaching staff. As a member of the team, it is a commitment for you to ensure your child attends their classes on time each week and attends all lessons planned for them. Not only do absences impact the concert routines we create, it also impacts the social and confidence-building principals we work hard to foster in each age group.

If you know ahead of time that your child will be absent due to holidays/vacations, commitments or school trips, please let us know so the class impact is minimal. If your child is too unwell to attend class, we ask that you inform our admin team as soon as you can so they can let the teachers know and preparations can be made to catch up on any missed work. Simply sms our office phone.

We do not offer refunds for missed classes due to illness, injury, holiday or anything, however in some cases may be able to provide a makeup lesson.

Musical Theatre

Musical Theatre: Production (7-12yrs and 13+ yrs)

Our production classes are taken in a 4 part program. Students can not take the Musical Theatre: Production class alone, as they also need Jazz Dance and Singing classes to support their theatrical development in this style.

Musical Theatre: Production extends students; putting all these amazing skills that we are giving the students into practice! The class will be put on a mid year musical! Our 2020 Productions will be:

To Be Advised (Int/Snr Production)

To Be Advised (Jnr/Int Production)

As the leading performing arts studio in Perth in Musical Theatre, we want to keep offering opportunities for our students to get up on stage and do what they love. All rehearsals will take place during class time and therefore no extra days will be needed. The whole class will be involved in the musical, similar to our Broadway Boot Camp experience in many ways, with casting for the show happening in class, where we can explain more and go into the audition process with our students. Students in the class will be encouraged to try for lead or minor roles, but we understand that some of the newer students may not want to try this yet and we will just keep encouraging them until they are ready to give this a go. With a great mix of talent in the class we are sure that we can put on some fantastic productions for family and friends to enjoy.

The Musical Theatre: Production class will now incorporate 3 teachers:

Director, Choreographer, Musical Director

Musical Theatre Jnr is a 2 part program for 7-10 years. Students can not take the Musical Theatre class alone, as they also need to take a technique class to support their theatrical development in this style. We recommend jazz or tap dance, however its your choice - some take singing, ballet or one of the other options.

Musical Theatre classes cover all Broadway and West End musical genres from 1920's to current musicals. Students incorporate both song & dance in their routines and also enjoy element of drama and acting. This is the class where all the skills being learnt in their technique classes comes through in the performance aspect.



Vocal

Singing

If you love singing and want to extend your vocal technique, then you will love this class! Develop your voice and widen your repertoire with this vocal training and artist development class. Showcase your vocal talents with class performances, recording time and vocal assessment. Cover a curriculum of different musical styles and genres. A wonderful class with regular performance opportunities throughout the year.



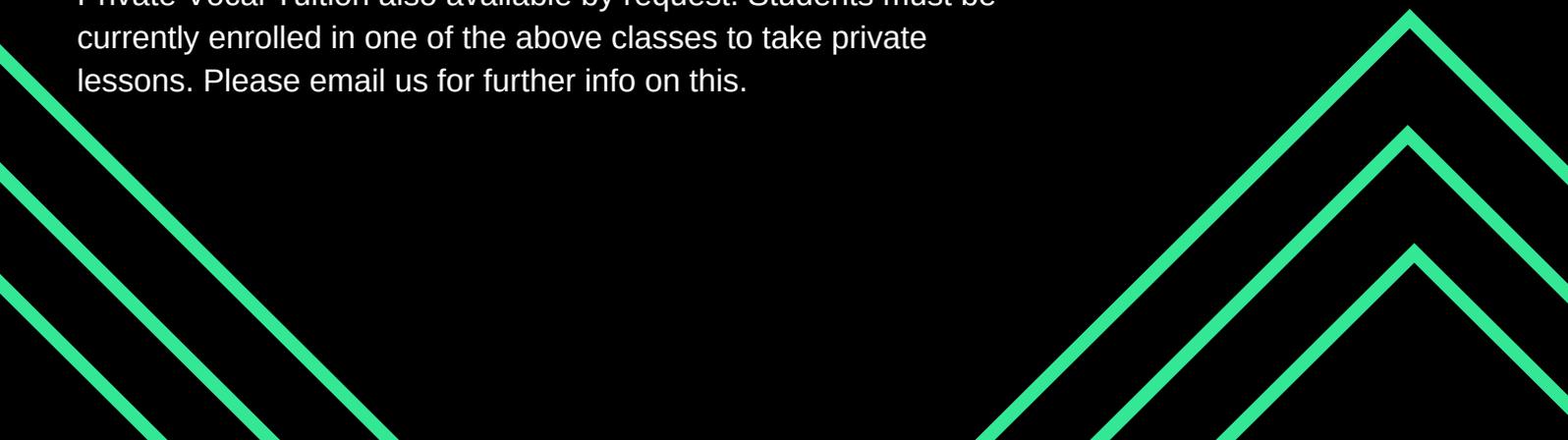
Classical Voice

Classical Voice is an extension program designed for those students serious about developing their classical technique and with a direction of developing their voice for Musical Theatre. The class size will be strictly limited to no more than 8 students and selection is by application. Please email admin@msjproductions.com.au and include current enrolled classes, a little background on the student, their age and a little about their goals in regards to their voice and training and future.

Song & Dance

Do you love singing and dancing to songs by pop artists and other Top 40 hits? Well Song & Dance is great for beginners to advanced! Students learn to sing to a variety of different styles of music with an emphasis on pop music. Singing technique and microphone skills are taught alongside performance skills and pop/hip hop/commercial style moves.

Private Vocal Tuition also available by request. Students must be currently enrolled in one of the above classes to take private lessons. Please email us for further info on this.



Ballet

The basis of every dancer is ballet training. Provides a sound grounding in posture, strength, flexibility and technique. Any dancer who wishes to excel in dance must take Ballet classes. Students are taught barre work, centre work, strengthening and turns. Pointe classes and PBT (Progressing Ballet Technique) classes also available.

Jazz

Jazz dance classes consist of commercial jazz incorporating a blend of technique, strength and style. Jazz dancing is energetic and fun, incorporating big leaps and quick turns. To do your best in jazz, dancers need are encouraged to also take ballet, as it encourages grace and balance.

Tap

Tap dancing is one of the most entertaining, light hearted and classic of all the dance styles. Tap dance is a musical art form and a fun-filled way to develop rhythm, co-ordination and balance. Tap is levelled so you can start as a beginner or an advanced student. We follow the Tapatak syllabus.

Lyrical + Contemporary

Contemporary is based on the technical aspects of Classical ballet & Jazz dance. Contemporary dance principles include: centering, alignment, contraction, release, fall & recovery, suspension, balance & off-balance, tension & relaxation, opposition & emotion.

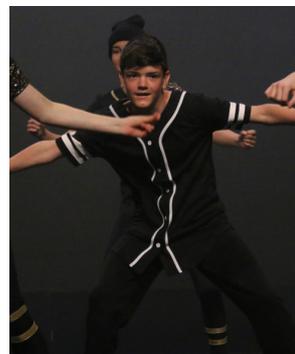
Lyrical dance routines are more expressive normally choreographed to a ballad or slow song. Lyrical dance requires strength, technique, musicality & imagination. It is a passionate, expressive dance style in which the dancer conveys & interprets the story & emotions of the music. Ballet is a prerequisite for these classes.

Hip Hop

Hip Hop music and dancing has a unique and unmistakable style that is very popular. Don't miss out on the challenge and fun of hip hop style, while learning exciting choreography with all the latest moves. Classes are choreography based and a variety of different hip hop styles are incorporated.

Acrobatics

A fun and challenging class. Learn how to do tricks such as cartwheels, byranis, balances and backflips! Classes are open to all ages and are set to skill levels. Acrobatics also gives you an edge as a dancer/performer, tricks are great to add to jazz, hip hop and musical theatre routines. (Jazz is also highly recommended for acro students)



Elite Company

The MSJ Elite Company is a stream of classes that provides a structured approach to developing a dancer into a well-rounded performer. A minimum number of training hours is required along with commitment to external performances and competitions.

Students train in various areas and/or all styles with the goal of extending themselves to be the best they can be.

Many Elite classes will work towards competitions with troupes in lyrical, jazz, musical theatre and hip hop as the most common styles. Some Elite classes focus solely on developing technique.

Entry is by audition only.

MSJ E L I T E

EVOLUTION
DANCE COMPETITION



MSJ Academy

MSJ Academy is the perfect introduction to the world of competition. In this way, we find it a good starting point for many to gain more confidence, build stage presence and improve technique. It's also perfect for families looking for a smaller commitment both financially and time-wise.

Students will take their normal classes with the addition of 1 extra class of MSJ Academy. In this class students will learn performance routines and develop extra performance skills to support this.

We will be offering 1-2 age groups for 2020:
MSJ Academy Petites - 7-12 Wed 6.15-7pm
MSJ Academy Minis - 6/u - Sat 10.45-11.15am

Class pre-requisites will be:

- 1 x Jazz Class
 - 1 x Singing Class or Song & Dance Class or Musical Theatre Class
- OR
- 1 x Tini Triple Threat Class

All MSJ Academy students will be on MSJ 3 Membership at a minimum. Email elite@msjproductions.com.au for more info!



Where kids **LOVE** to perform

MSJ
academy

Further Opportunities + Events

ANNUAL SHOWCASE (CONCERT)

All students are invited to perform in the MSJ Annual Showcase. This is an entertaining showcase featuring all dance students, from pre-schoolers to pre-professional students. With stage lights, costumes, and 'all that jazz', this is the highlight performance of the year. This event is not compulsory for all students but highly recommended. Parents are expected to help at a minimum of 1 of the performances (backstage, shop, sign in/out etc). The event is usually held late November with the actual date being released at the start of the year.



TINISTARS CONCERT

Our TiniStars students aged 6 and under have their own special performances similar to our Annual Showcase. Held in the morning these shows are shorter (usually 1- 1.5 hours) and designed to focus solely on our special TiniStar students to give them a unique and fun experience.



COMMUNITY PERFORMANCES

MSJ proudly provides their performance students with various performance opportunities throughout the year.

Events include the Perth Royal Show, RAC Christmas Pageant, Carol Singing and more!



COMPETITIONS

'Elite Company' & 'MSJ Academy' students proudly represent MSJ as a group in many genres at competitions throughout the year.



SINGING CONCERT

A relaxed but exciting performance opportunity for our private singing students and vocal classes to perform for an audience of family and friends. This event is a great way for the students to build confidence with their singing, and gain valuable performing experience in this area.

MID-YEAR MUSICALS

Our Musical Theatre Production students present their chosen mid-year musicals around September each year. We love the support of our students and families at these events. The standard is always very high and a highlight of the year.



Membership

Registration Fee

\$40 per student. Paid at the time of enrolment.

Membership Fees

Membership at MSJ can be paid by the term or by fortnight. Membership is ongoing for the year. You can not amend membership or cancel midterm. Please ensure we are informed if you wish to cancel for the following term before payment is made as we do not refund for any reason.

Please read our Membership Information for full fees and policies.

FAQ

How do I enrol?

To enrol, please click enrol now on our website (www.msjproductions.com.au)

Where can I find a 2020 timetable?

The 2020 timetable is available on our website.

How do I know what classes to enrol into?

If you're not sure, please contact us to guide you.

When do I need to purchase the uniform? Is it compulsory?

The uniform is compulsory. Uniform can be ordered at reception.

Can I swap classes?

Yes subject to availability and suitability.

Can I get a refund?

No, unfortunately we do not offer refunds. Places are booked for a minimum enrolment time of one term, regardless of participation.

Can I go into the studio with my child to watch the classes?

Studio access is restricted to students and teachers only. Parents, siblings and friends are not permitted in the dance rooms. We have mid year open days where you can come and watch your child.

Where can I park?

Bibra Lake: Any parking spaces and/or street parking.

O'Connor: Please only enter through Unit 1 gates and park in bays 1-3 or in front of the roller door (we can fit up to 4 cars here). Street parking is fine but avoid yellow lines or you can be fined up to \$80.

When can I speak to teachers to see how my child is going?

Unfortunately, teachers are not available before, during or after classes as classes run back to back. Please direct all inquiries to our office and then we can pass on answers/feedback from the teacher.

How can I contact teachers and staff?

Through the MSJ office only (phone, email, in person). It isn't appropriate to communicate via private social media or request teachers contact information.

Uniforms

Tini Stars Programs (6 & under)

MUMMY (OR DADDY!) & ME

As for Ballerina Stars (but not compulsory for this class)

BALLERINA STARS

Tini Stars Tutu

Pink ballet stockings (or ballet socks in warmer months)

Pink ballet shoes with elastics (tucked in)

TINI BALLET

MSJ Leotard & MSJ crossover for colder days & Pink ballet stockings (or ballet socks in warmer months)

Pink ballet shoes with elastics (tucked in)

BROADWAY BABIES/TINI TRIPLE THREAT

MSJ Uniform – either MSJ Leotard & Shorts or MSJ Dress (with attached leo)

Tan jazz shoes or tan acro shoes

Tan tap shoes

READY SET DANCE

Ready Set Dance Tutu (girls) or RSD Tshirt with Black Shorts (boys)

Girls tan jazz and tap shoes, Boys Black jazz (or sneakers) and tap shoes

TINI ACROBATICS

MSJ Uniform – either MSJ Leotard & Shorts or MSJ Dress (with attached leo)

Tan acrobatic or jazz shoes

HIPPITY HOP

MSJ Uniform – any style of MSJ top/pants/shorts/dress

Sneakers or canvas shoes

BOYS

BOYS: Black MSJ singlet, Black MSJ shorts plus Black versions of dance shoes.

MSJ Programs (7 & over)

BALLET

MSJ leotard

Pink ballet stockings (convertible if also taking lyrical/contemporary)

Pink ballet shoes with elastics (canvas preferred)

Hair in a neat bun

Black crossover or MSJ crossover for colder days

Boys: MSJ singlet or v neck top

MSJ shorts & Black ballet shoes

ALL OTHER CLASSES

Full MSJ Uniform at all times

SHOES/SPECIAL REQUIREMENTS:

Jazz – Girls: Tan jazz shoes Boys: Black jazz shoes

Musical Theatre Production – Depends on the show - but often require chorus shoes

Triple Threat – Girls: Tan jazz & tap shoes Boys: Black jazz & tap shoes

Acrobatics – Girls: Tan acro shoes Boys: Black acro shoes & Crossover for winter

Hip Hop – Any trainer/sport/sneakers

Tap – Girls: Tan tap shoes Boys: Black lace-up tap shoes

Pointe – Pointe Shoes

Lyrical/Contemporary – Bare feet or Foot Undies

Song & Dance – Canvas Shoes, Jazz Shoes or Sneakers

DANCE SHOPS (for shoes/tights etc)

Studio Scene 352 Marmion St, Melville 93307670

Glitter Lane South St, O'Connor

Please note: MSJ Uniform is compulsory. MSJ Productions maintains a dress code to encourage concentration and a sense of inclusiveness. Uniformity in dancewear allows the teachers to assess how well the students are implementing the technique being taught, problems with alignment, and other important aspects of dance training. However, most importantly, it promotes studio pride, inclusiveness and a real sense of belonging.

Junior 7-10 years

Born 2010-2013

MONDAY

O'CONNOR

4.00-4.45pm Hip Hop
4.45-5.30pm Singing
5.30-6.15pm Song & Dance
5.30-6.30pm Acrobatics L3

TUESDAY

O'CONNOR

4.00-4.45pm Jazz
4.45-5.30pm Singing
5.30-6.15pm Ballet

WEDNESDAY

O'CONNOR

4.00-4.45pm Singing
4.45-5.30pm Jazz
5.30-6.15pm Musical Theatre

BIBRA LAKE

4.45-5.30pm Ballet
5.30-6.15pm Lyrical

THURSDAY

O'CONNOR

4.15-5.00pm Boys Only
5.00-5.45pm Acrobatics L1
5.45-6.45pm Acrobatics L2

BIBRA LAKE

4.45-5.30pm Hip Hop
5.30-6.15pm Song & Dance

SATURDAY

O'CONNOR

9.15-10.00am Singing
10.00-10.45am Jazz
10.45-12.15pm MT Production
12.15-1.00pm Tap
1.30-2.15pm Hip Hop Jnr
1.30-2.15pm Ballet Jnr
2.15-3.00pm Lyrical Jnr

BIBRA LAKE

11.00-11.45am Singing
11.45-12.30pm Musical Theatre
12.30-1.15pm Jazz

Intermediate 11-14 years

Born 2006-2009

MONDAY

O'CONNOR

6.15-7.00pm Hip Hop

6.30-7.15pm Ballet

TUESDAY

O'CONNOR

4.00-4.30pm Classical Voice

4.30-6.00pm MT Production

6.15-7.00pm Jazz

7.00-7.45pm Commercial Jazz

7.00-7.45pm Singing

7.45-8.30pm Tap

WEDNESDAY

O'CONNOR

4.00-4.45pm Jazz

4.45-5.30pm Singing

5.30-6.15pm Musical Theatre

THURSDAY

O'CONNOR

4.15-5.00pm Boys Only

5.00-5.45pm Acrobatics L1

5.45-6.45pm Acrobatics L2

SATURDAY

O'CONNOR

10.00-10.45am PBT

10.45-12.15pm MT Production

12.15-1.00pm Tap

2.15-3.00pm Hip Hop Int

2.15-3.00pm Singing Int

3.00-3.45pm Lyrical Int

3.45-4.30pm Ballet Int

Senior 15+ years + Adult

Born 2007 and before

MONDAY

O'CONNOR

6.15-7.00pm Hip Hop

7.15-8.00pm Lyrical

8.00-9.00pm Ballet

TUESDAY

O'CONNOR

4.00-4.30pm Classical Voice

4.30-6.00pm MT Production

6.15-7.00pm Commercial Jazz

7.00-7.45pm Jazz

7.45-8.30pm Tap

THURSDAY

O'CONNOR

5.00-5.45pm Acrobatics L1

5.45-6.45pm Acrobatics L2

THURSDAY

O'CONNOR

8.00-8.45pm ADULT Tap

SATURDAY

O'CONNOR

10.00-10.45am PBT

10.45-11.45am Ballet

12.15-1.00pm Contemporary

1.30-2.15pm Singing