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Student Handbook



For the Joy of Dance

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INTRODUCTION

Welcome to JBDC



JBDC is a dance school dedicated to providing an inclusive, accessible and joyful space for individuals to explore the art of dance. Our classes are carefully curated to cater for all skill levels, and our passionate instructors are committed to nurturing each student's love for dance.

We're delighted to welcome you to the team and are committed to helping all our students find their joy for dance and become a part of our wonderful community.

Whether you're here for social dancing, looking to improve your fitness, enter competitions, or just for your love of dance we welcome you all. From your first class to your first competition, we're here to guide you through it all.

OUR PASSION

Inclusive | Accessible | Joyful

Inclusive

At JBDC, we believe in an inclusive and personalised approach to dance education. Our supportive community and individualised attention ensures that every dancer has the opportunity to grow and flourish at their own pace.



Accessible

Our experienced instructors provide the motivation and guidance needed for each student to reach their full potential. We are dedicated to making each class accessible to everyone whilst inspiring and empowering our dancers every step of the way.

Joyful

Experience the joy of dance for yourself. Whether it's a social hobby to meet new people, a way of keeping fit or a chance to explore your dreams under the glitterball, we are here for you all.

For the Joy of Dance



MEET JOANNE BANHAM

Professional Dancer and Founder

About Joanne

Joanne started dancing at the age of 3, taking up Ballroom and Latin more extensively at 16. She is UK National Champion and International Finalist.

Throughout her career she has starred on programs such as: Dancing with the Stars in the Netherlands, Britain's Got Talent Season 16 (making the live Semi-Finals), ITV's This Morning, ITV's The Full Monty, BBC's It Take Two, BBC Breakfast and more...

With her extensive experience and passion for dance, Joanne offers a diverse range of classes tailored for all ages and abilities. She's passionately committed to getting the community dancing and believes dancing should be enjoyed by all.



Qualifications

- NATD Qualified Professional in Ballroom and Latin
- BDC Professional Adjudicator
- International Adjudicator
- Professional Exhibition Dancer alongside her partner Guy Duggan
- Winner of the Mary Richardson Ballroom, Latin American Bursary Award 2024.

OUR GUIDE TO THE STUDIO

Adults

Teamwork & Respect

We want everyone to feel a valued part of our community. As such we ask that you speak to others in a manner that you would like to be spoken to.

Have respect for the teacher/instructor leading the session and give them your full attention. Whilst we encourage a friendly environment please do not distract other students and restrict chatting to appropriate moments.

If you need to leave the session for any reason, please just notify the instructor.

We do ask that you try to be punctual for start times. If you arrive late you may be asked to wait for an appropriate time to join the session that doesn't interrupt other students.



We want to help you achieve your full potential and regular attendance to class will help us do this.

If you do feel behind in a session we offer private lessons to help build your confidence and catch you back up with the group.

OUR GUIDE TO THE STUDIO CONTINUED

Contact Sport

Ballroom and Latin dance is a contact sport with a partner. We respect everyone's right to their personal space and ask that you do too. If you are dancing with someone unfamiliar to you please be aware they may want more space than your regular partner.

This can be communicated verbally or you can pick up on social cues such as body language and mannerisms. If you are ever uncertain please speak to the instructor and they will be able to guide you with what is appropriate. Equally if you feel uncomfortable please inform the instructor who will be able to either reassure you or adapt the work to suit your personal needs.

Personal Hygiene

We also ask that you are aware of your personal hygiene. We recommend using deodorant and/or body spray, washing your hands when appropriate and wearing clean/laundered clothing.

If you are prone to sweating (we welcome hard work in sessions!) then we recommend bringing a small towel and if you are staying for multiple classes (also encouraged) then a change of clothing may be more comfortable for you.

We're here to help

We're here to make sure everyone enjoys their session and finds their joy for dance in a safe and friendly environment. If you have any questions with regards to behaviour or are concerned about someone else's conduct then please speak to your instructor or contact Joanne directly:

joannebanhamdance@gmail.com

Together we can build a community that everyone can feel proud to be a part of.



Juniors & Parents



We want to help your junior achieve their full potential and regular attendance to class will help us do this. If your junior is unable to attend a session please email us ASAP to notify us so we can plan the lesson accordingly.

If your junior does feel behind in a session we offer private lessons to help build their confidence and catch them back up with the group.

Private lessons are also a great way of developing your junior's technique and can help prepare them for competitions and medal exams in a quicker timeframe.

Teamwork & Respect

We want everyone to feel a valued part of our community. As such we ask that you and your juniors speak to others in a manner that you would like to be spoken to.

Have respect for their teacher/instructor leading the session and give them their full attention. Whilst we encourage a friendly environment please do not distract other students and limit chatting to appropriate moments.

If your junior needs to leave the room for any reason, this includes going to the toilet, they must ask the instructor before doing so.

We do ask that you try to be punctual for start times. If your junior arrives late they may be asked to wait for an appropriate time to join the session that doesn't interrupt other students.



OUR GUIDE TO THE STUDIO CONTINUED

Parents Staying During Sessions

In venues where there isn't an appropriate waiting area parents will be allowed in the room during the class. We would ask that you keep the volume of chatter low and avoid creating distractions for the children.

Focus in class is important to ensure that the lesson is learned in a confident and capable manner. We greatly appreciate your cooperation in supporting this.

Collecting/Walking Home

We take the safety of all our students very seriously. Upon joining JBDC please speak to your instructor about who will be collecting your child, if it is not you.

If you wish for another student's parent/family member to collect your child, please make sure you email no less than 48 hours before the class to confirm this:

info@jbdancecompany.co.uk

For students aged 12+ if you do not wish to come into the building and pick up your junior and would like them to be sent out to your car/walk home you must complete our welcome pack and tick the option in the 'collecting and walking home consent' section before we are able to offer this option.

*Please note this option is not available for those u/12

Media

Whilst we appreciate parents will want to take photos and videos of their children dancing we must ask that you do not do this during classes or events without asking permission from the instructor first.

Please respect that not all parents give media consent so you may be asked to not film/and or share the content on social media.

At events and shows you will be invited to take photos and videos if appropriate.

We thank you for your support on this matter.

WHAT TO WEAR TO YOUR SESSION

Clothing Guidelines

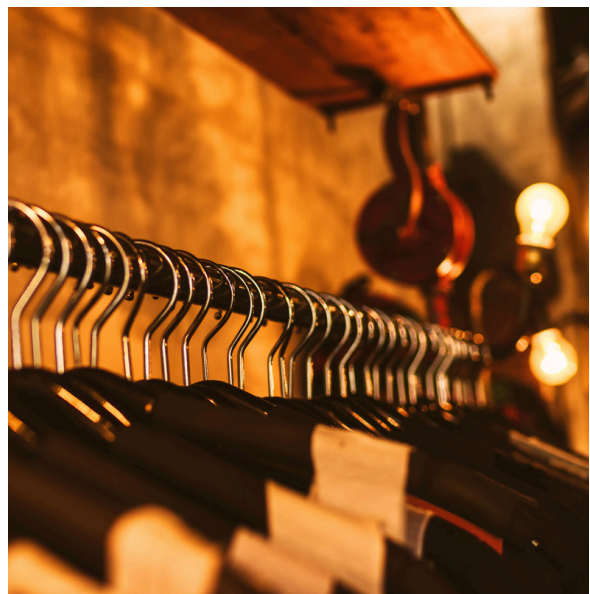
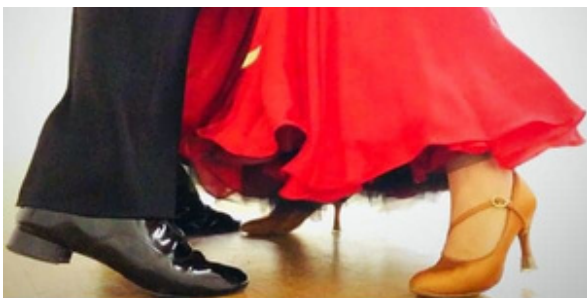
We want all our dancers to feel comfortable and free to dance to their full potential in a safe and appropriate environment and your clothing is a huge part of this. All dancers/parents are responsible for dressing according to the correct dress codes for their session.

We do have JBDC branded dancewear available to purchase (see below), and whilst this is entirely optional we do ask that you do not wear clothing branded from another dance school. Other dance companies ie. supadance are acceptable.

Adult Ballroom and Latin Classes:

We ask that you wear clothing that is form-fitting for instructors to see alignment and allows movement without restriction. Attire should provide proper coverage at all times, including through movement.

Shoes: We recommend Ballroom and Latin shoes that can be purchased online. You can have a closed shoe or open toe. Heel - no higher than 3" although we recommend no more than 2" to begin with. Heel protectors must be worn for anything slimmer than a cuban heel.



Fitness Classes:

We recommend comfy breathable fitness clothing that you can easily move around in. Most students opt to wear trainers but you are welcome to wear dance shoes also. No outdoor shoes allowed. No socks or barefeet, shoes must be worn at all times.

WHAT TO WEAR CONTINUED

Childrens Classes:

We ask that all children wear a vest top, t-shirt or shirt, ideally one from our branded dancewear (but this is not compulsory) practice skirt, leggings, trousers or our branded joggers, or a practice dress.

Shoes: Ballroom/Latin dance shoes with an appropriate sized heel. U/12 1" cuban heel. 12-16 years can wear up to 2.5" with the option of in a slimmer heel although we recommend no more than 2" to begin with. Heel protectors must be worn with anything slimmer than a cuban heel.

Hair tied back and off the face. Minimal jewellery.

There are lots of great websites that we recommend for clothing and shoes:
Amazon | Dance and Sway | Shien | Temu | Aliexpress

BRANDED DANCEWEAR

We have our fantastic range of JBDC branded dancewear available to purchase. With both adult and junior sizes available.



Dancewear available:

- Tracksuits
- Hoodies
- 1/4 Zip Hoodie
- Piped Polo Shirt
- T-Shirt
- Leggings



Download an order form with size guide from the 'bespoke dancewear page' on our website. Should you have any questions or concerns with regards to dancewear or to order your JBDC bespoke dancewear email:



info@jbdancecompany.co.uk

Anti-Bullying Policy

Zero-Tolerance

JBDC Anti-Bullying Policy covers everyone attending a session or event.

Any form of bullying, whether verbal, physical or psychological or cyber, and whether one-off, occasional or repeated, is completely unacceptable at JBDC.

The school sees all incidents of bullying as unacceptable, and all known incidents are addressed with equal importance, whether it involves pupils, parents or instructors.

Should you witness bullying or are feeling bullied please contact Joanne immediately so we can resolve the situation together.

Definition

Bullying is behaviour by an individual or a group, repeated over time (or possibly one serious incident) that intentionally hurts another. Bullying can take many forms and is often motivated by prejudice, for example on grounds of ability, special need, race, religion, culture, gender, sexual orientation, or because a child is adopted or has caring responsibilities.

Stopping violence and ensuring immediate physical safety is obviously the school's first priority. Although bullying in itself is not a specific criminal offence in the UK, it is important to bear in mind that some types of harassing or threatening behaviour may in some circumstances be regarded as such and you will be asked to leave JBDC.



Cancellation Policy

Private Lessons

Cancellation of a private lesson within 7 days of the booking, the student/s will be liable to pay 50% of the lesson price. Cancellations under 48 hours are charged at full price.



Group Classes

Classes are non-refundable. If you are unable to attend a class please email the instructor of the session ASAP so your place maybe offered to someone else. If a class is cancelled due to insufficient registration a full refund will be given.

Showcase, Socials & Workshops

Places are only secured once full payment has been made. No refunds or transfers will apply, unless cancelled by JBDC.

Cancellation of Classes: If classes are cancelled by JBDC the time will be made up, or fees will be deducted from the following month's fees. This will be done at the discretion of JBDC.

We will not be financially liable for classes or dates cancelled due to events beyond our reasonable control. We retain the right to change the advertised program of classes in the event of illness or other circumstances beyond our control such as bad weather.

JBDC reserve the right to change the advertised instructor at any session to one of suitable qualification without previous notice.

JBDC reserves the right to change fees without prior notice. However, we will endeavor to inform all students, parents and carers of any changes as soon as possible.

Policies

Media Consent Form

During classes and events we may take a small number of pictures and videos which we use on our social media, website and other forms of advertising. We ask all students or parents/ guardians to complete a release form which is part of your welcome pack.

Health Declaration

We ask all students to complete a health declaration form before attending a class so we can best advise you how to enjoy the session.

Please note that if we deem you unfit for the activity an instructor may ask you to leave the class. If you wish to discuss your options and what is suitable for you please speak to your instructor.



Safeguarding

JBDC has a “duty of care” to provide a safe environment and to promote the health and wellbeing of children under 18 years and adults at risk through any training and activities directly provided by the Dance School. You can find our full policy on our website.

Emergency Contact

We ask all students to provide an emergency contact detail for us in case we ever need to contact someone on your behalf.

This can also be found in your welcome pack.

Data Protection

We take your personal data very seriously and only store what we need to. This information is never shared outside the company and stored for only an appropriate length of time if you leave the dance school.

If you have any concerns or questions with regards to any of our policies please email:
info@jbdancecompany.co.uk

THE BEST JBDC HAS TO OFFER

Get Involved



Our Socials and Showcases

We hold Summer and Winter Showcases and Social Dances for all our classes and students to be involved in.



Competitions

From National League to Pro-Am to NATD events, there is a competition to suit everyone. Start your journey today...



Strictly Events

Want to raise money and learn fantastic new skills? Or step up and become one of our partners and help a hero on their journey. We can't wait to start our next Strictly event.



Medal Tests

We hold 2 medal tests a year, challenge yourself and start working towards your next NATD exam.



Workshops

Held in most half terms, these are a fantastic way of increasing your knowledge and understanding of Ballroom and Latin dancing and to polish your technique.

I VALUE OUR TEAM

My Promise



I value each and every member of our team and am driven to providing a safe and accessible environment to help nurture all our students. I strongly believe that communication is key and I am here for you for all your dancing needs. I welcome all into our community and look forward to sharing my passion for dance with you. I am so excited for the next chapter of JBDC and truly grateful that you're choosing to be part of ~ Joanne Banham

Thank you

Thank you for choosing to dance with JBDC. We are so excited to help you find your joy for dance and unlock your potential.

Stay connected with us:

Website: www.jbdancecompany.co.uk

Mobile: 07587 014898

Email: info@jbdancecompany.co.uk

Facebook and Instagram:
[@joannebanhamdancecompany](#)

We can't wait to share our JOY for dance with you!



For the Joy of Dance