



DancesportConfidence
COURAGE RESPECT SELF BELIEF

02 9158 8450
support@dancesportconfidence.com
www.dancesportconfidence.com



SCHOOL INFORMATION PACKAGE

School Coordinators Handbook



DancesportConfidence
COURAGE RESPECT SELF BELIEF



**Education
Public Schools**

WELCOME

The purpose of this handbook is to take all the stress out of your participation in the program and to explain all of the necessary components involved. The contents have been broken into the following categories;

- Before We Get Started
- During The Program
- On The Day Of The Gala

This Year 5 program includes competition dances of Cha Cha, Tango, Salsa and Jive. A showcase dance is also included where all participating children will be able to perform. This showcase dance will be the Swing. Children will experience the fun of working with other schools on the day of the Gala Event. The choreography is focused on being seamless yet challenging. It's worthwhile to view the dance videos and weekly updates via our **E LEARNING** page at: www.dancesportconfidence.com

I greatly appreciate your effort in bringing this wonderful opportunity to your students, without your contribution, it wouldn't be able to take place.

Yours Sincerely,

Gordon Gilkes

Danceport confidence

Mobile: 040513107

E support@dancesportconfidence.com

THE PROGRAM

The DanceSport Confidence Wellbeing program was developed in 2006 starting with only 180 students. Since this beginning, the strong strategic partnership between the Department of Education, NSW and DanceSport Confidence now deliver this program to over 10,000 students each year in NSW alone. Its core focus is the delivery of the Wellbeing Framework through the values of-

Connect, Succeed, Thrive.

How it works

This event is primarily for Year 5 students. Student participants undertake 15 dance tuition sessions, one per week starting in Week 1 of Term 2. A professional Dance Instructor leads them through performances of the Cha Cha, Tango, Salsa and Jive and a demonstration dance of the Swing. The top 40 students (20 couples) of your cohort are then selected to perform at Sydney Olympic Park usually in week 8 of Term 3 and the best two couples in each dance represent the school in the competition.



DancesportConfidence

COURAGE RESPECT SELF BELIEF



CONTENTS

Before we get started...

General Information	04
Calendar for Dancesport	05
Program Responsibilities	06
Program Costs	07
Working with Children Check List	08
Contact Details	08
Participation Forms	attached

During the program...

Weekly Class Schedule	09 - 10
Competition Group Allocation	11
Ticketing	11
Costumes	12 - 13

On the Day...

As You Arrive On The Day	14
During The Event	15
Event Guidelines	15
Judging of the Competition	16
Two Competition Categories	16
Disbursement of Students	16



DancesportConfidence
COURAGE RESPECT SELF BELIEF

GENERAL INFORMATION

Program Starts

Most students will commence the program in Week 1 of Term 2, and complete the 15 weeks of tuition during Term 3

Event Meeting

Each year you will be advised of the coordinators meeting that takes place usually within the first two weeks of Term 2. This is the opportunity to receive your information pack, go through the process of the program and event and ask questions.

Final Participant Numbers For Homebush

The Participation Form (Appendix 1) will be emailed during Term 2 Week 9. This is the time to collect publicity consent forms. These forms are to be kept on file at each school. Each school selects up to 40 students (20 couples) to represent their school in the Gala Event. This number includes the 8 finalists. The student names are then recorded on the attached form which is to be emailed to :

support@dancesportconfidence.com

Risk assessment forms are at the back of this handbook (Appendix 2). These are to be filed with the school office.



CALENDAR FOR DANCESPORT

Date	Event	Information/Action Required
Term 2, Week 1	Program Starts	Dancesport classes to commence at schools. Confirmation of student numbers. Online resource material released to students.
Term 2, Week 2	Event Meeting	Info Pack to Include: - Coordinator's Handbook - Access to music - participation forms - Link to online learning resource
Term 2, Week 5	Student Partnering	All students matched up and working with a partner
Term 2, Week 9	Event Participation and Confirmation	Determine finalists - they should be matched and selected by dance tutors and school coordinators. Student numbers and names of students who are participating in the event to be completed on Appendix 2. Also names of students who DO NOT have media publicity consent. Names of finalists: *Email form to support@dancesportconfidence.com
Term 3, Week 3	Ticket Sales	Tickets available only online through the website, credit card necessary, print off own tickets and keep. Details sent to schools to pass on to families.
Term 3, Week 3	Catering Catering forms will be emailed out two weeks in advance for completion and return.	Catering forms due Coordinator to record student selections on form (keep a record for your reference on the night) and return directly to support@dancesportconfidence.com
Term 3, Week 8	Gala Event See attached sheet for this years details	*Dancers MUST be at Homebush by 3.00pm. SHARP. Details to be issued to schools closer to date. Show starts at 6pm.

PROGRAM RESPONSIBILITIES

Dance Instructor

We want you and your students to enjoy the full experience of our program. Our Dance Instructors are fully trained with the same instructions across your Directorate. They have a full understanding of the program and can assist you with most of your questions. Our Dance Instructors will also be available to liaise effectively with you to ensure a quality program is achieved. Your interaction is crucial to the success of the program, please help your instructor as much as possible. Any question about class changes or questions regarding the program, please contact us at: support@dancesportconfidence.com

School Coordinator

- Send out permission notes to your students and families. Ensure all permission notes are returned and kept on file at the school. Organise a timetable for the lessons and book the hall or alternate space if required.
- Ensure teachers bring the students to the class on time and encourage staff to be proactive as possible in the lessons, helping to organise and manage the students. Encourage teacher participation, knowing that children like to see their teacher dance and participate with them. Extra practice classes in the school during lunch hours are encouraged to build skills and team bonding.
- To meet legal requirements, ensure that the dance Instructor is at no time left unsupervised.
- Provide the Dance Instructor with any protocols required at your school
Follow the timetable and liaise with the Dance Instructor and parents in relation to meetings, food orders and other arrangements, as required.
- Ensure students are dressed in compliance with Gala Event dress regulations. The regulation is there to ensure fairness across all schools, and a level playing field.
- On the night of the Gala Event - all teachers are to be as supportive as possible to ensure that the night is a success for all students.

PROGRAM COSTS

Dance Lessons

- Students participate in 15 weekly lessons, at \$7.00 per lesson per student +gst. Total cost per student for the 15 lessons is \$105 + gst.
- Schools will be invoiced once all class numbers are confirmed.

Gala Event costs

Student Meal packs - ordered for the Gala Event to be confirmed W3 Term 3. Ordering forms will be emailed to each school in preparation for orders. (cost approx \$13.50 per student) Please keep a record of student selections to facilitate meals being handed out at the event.

Teachers' Meal Pack - Once you send your list of 4 teachers working with your students, a complimentary meal pack with each staff member's name will be provided.

Bus Costs - Most schools travel to the venue by bus. Please consider this cost when sending out permission notes for the Gala event. Some schools choose to provide only a 'one-way' ticket, with a parent / responsible adult taking students home at the end of the evening.

Ticket Sales

- **Students who are dancing do not pay for entry.**
- Entry for parents to the Sydney Olympic Park Sports Centre (attached)
- Price for family and concession entry (attached)
- Parents to purchase tickets directly and print them off at home.
- A price list will appear on Sydney Olympic Park website closer to the event.

School's tickets for the Gala Event

Four teachers working with the dance teams will receive a wrist-band that gives access to all areas. In addition, each School Principal will receive 4 complimentary tickets for the Gala Event. Tickets will be available from Term 3 Week 3.

WORKING WITH CHILDREN CHECK LIST

All Dancesport Confidence Instructors have their Working with Children Clearance and will provide the school a copy, along with their 100 points of ID and Appendix 11 filled out prior to commencing. At NO time should a dance tutor be left unsupervised with the dance group - this is the school's responsibility

CONTACT DETAILS

If your enquiry can be answered within 24 hours, please email **Samantha** directly at: support@dancesportconfidence.com

If you require an answer urgently, please call **Samantha** directly at: **9158 8450**



DancesportConfidence
COURAGE RESPECT SELF BELIEF



DancesportConfidence
COURAGE RESPECT SELF BELIEF

DURING THE PROGRAM

Dancesport Weekly Class Schedule

Week	Dance	Session Objective
Week 1	Cha Cha	Introduction to program, partnering skills, arrange partners according to height. Teach basic steps of Cha Cha, listening to the music for the beat, then form a circle and dance a progressive.
Week 2	Cha Cha	Revise Cha Cha Cha and complete routine. Dance to all the different music. Focus on connection, timing and posture. Have mini competitions.
Week 3	Tango	Commence Tango. Select permanent partners, then form a circle and dance Cha and Tango with their partner.
Week 4	Tango	Complete Tango, revise Cha Cha. Practice to all music, also dance a progressive in both dances. Mini Competitions.
Week 5	Salsa	Revise Tango and Cha Cha. Commence Salsa.
Week 6	Salsa	Revise Tango and Cha Cha practising dancing in a circle. Complete salsa.
Week 7	Revision	Revise Cha Cha, Tango and Salsa. Ensure all dances are completed and can be danced in a circle.
Week 8	Jive	Revise Cha Cha, Tango and Salsa. Introduce new dance - the Jive.
Week 9	Jive	Revise ChaCha, Tango and Salsa. Complete the Jive. Finalise 4 couples who will compete for their school as "Finalists" in Cha Cha, Tango, Salsa and Jive.
Week 10	Revision	Revise dances : Cha Cha, Tango , Salsa and Jive. Introduce how to walk on the floor and exit the floor.



Week 11	Revision	Revise all dances and prepare for competition. Practice presenting to audience with bow and courtesy after every dance.
Week 12	Revision	Revise all dances and practice walking on/off the floor and presenting. Talk about character of all the dances.
Week 13	Revision	Revising all dances each week focusing on performance skills. Work on the finalists and any final finesse they may need (ie arm lines etc)
Week 14	Swing/Samba	Revising all dances each week focusing on performance skills. Teach swing or samba depending on your schools allocated dance.
Week 15	Revision	Revising all dances including swing/samba!

COMPETITION GROUP ALLOCATION

All schools have been allocated into either the Sandra Nori Competition or the Gordon Gilkes Competition based on the following criteria: The size of the school and their past performance results in the competition. This way smaller schools get the opportunity to shine within a fair and equitable competition.

TICKETING

All tickets are to be purchased through our nominated ticketing agent, once the ticketing site is active from Term 3 Week 3 - this will be confirmed by email. Families who wish to buy tickets need to be ready to purchase. Notification of the ticket release date is to be confirmed directly to school principals and coordinators for dissemination to the school families and the wider community. These can be printed off at home. All other tickets will go on sale through Ticketbooth Australia on Term 3 Week 3. Please note that previous events were **COMPLETELY SOLD OUT** within 7 days.

Complimentary Tickets

Principals will receive two complimentary wristbands and VIP parking space in P7. Staff involved with student supervision on the floor will be allocated special 'All Access Area' wristbands. (4 per school)

Each school is also entitled to 4 complimentary tickets for staff or P & C members which will be posted to the Principal.



Parking

Teachers parking in P3.



COSTUMES

The purpose of having costuming is to ensure a level of consistency and equity across the competition.

Schools participating for the first time will need to purchase costumes. We suggest commencing to look at costuming requirements from Term 2 Week 5 onward as the selection process of your team is being completed. If cost is an issue for costuming, borrowing costumes from a school that is not participating this year is possible, just let us know and we can ask for you.

To ensure that our program is equitable adherence to the costuming requirements must be observed. To comply with the ethos of equity within the program, costumes should be simple, not extravagant, and yet effective.

- Hair should be neatly styled only. Glitter hairspray and gel are permitted.
- Simple ribbons or bows in the hair are permitted.

Overview of Costumes

FINALISTS: 8 girls and 8 boys from Year 5 only

GIRLS	BOYS
<ul style="list-style-type: none">- Black sleeved leotard (no singlet style)- Black full circle skirt (knee length minimum)- Nude pantyhose (optional)- Black dress shoe with a low heel- Hair should be neatly styled only.- Glitter hairspray and gel are permitted.- Simple ribbons or bows in the hair are permitted.	<ul style="list-style-type: none">- White button up dress shirt with long sleeves- Black dress pants- Black lace-up dress shoes- Black socks

NON-FINALISTS

<ul style="list-style-type: none">- Black sleeved leotard- Black full circle skirt (knee length minimum)- Nude pantyhose (optional)- Black dress shoe with a low heel	<ul style="list-style-type: none">- Black shirt or t-shirt (no logos or prints)- Black dress pants- Black lace up dress shoes- Black socks
--	---

Lycra Accessories

In addition to the basic costume, various accessories in your school's allocated colour are to be worn. Suggestions: - Cumberbund/sash, gloves, bow tie/ties, choker/necktie, neck scarf, cravat, waistcoat/vest, wristband.

Suggested Suppliers for Costuming

Clothing	Embellishments/Accessories
DanceSport Challenge Costuming options www.dancesportconfidence.com	Sydney Diamante www.sydneydiamante.com Contact: Helen McGrath Phone: (02) 9153 7408
Lowes (Boys shirts) www.lowes.com.au	Costume Box (Braces, accessories) www.costumebox.com.au
Dance Collection (Leotards) www.dancecollection.com.au	Kmart (Shoes & Leotards/skirts) www.kmart.com.au



DanceSportConfidence
COURAGE RESPECT SELF BELIEF



ON THE DAY

Arrive at 3pm

Only students, Dance Instructors, and Supervising Teachers will be admitted into the venue via one entrance only before 5:15pm. Access to student's seating area and the dance floor will be for wristband holders only and security is on hand to scrutinise this.

Collection of wristbands and teachers packs

Wristbands and packs for Supervising Teachers will be distributed upon arrival at Homebush for the event - four per school, to assist with supervision of students both in the stands, the dance floor and accompanying students to the toilets. These must be allocated only to teachers who have a Working With Children Check. Please email support@dancesportconfidence.com the attached list of names and email addresses of the people that will require the wrist bands. Student competitor numbers with safety pins will also be in the pack.

Student seat allocations

Each school will be given a designated area to sit to watch the finalists and to keep bags and any other personal property. The dinner meal will also be distributed to and eaten in this area. Schools may wish to bring banners to hang over the rails in their area to display their school.

Rehearsal

All students participate in the rehearsal. A run sheet of the evening will be sent to all schools in Term 3 Week 6. Rehearsal commences at 4.00pm until 5.00 pm

Meal Break

Students will be seated in their allocated seating bays at 5.00pm after rehearsal for the opportunity to eat and drink. Teachers will be invited to take turns to have something to eat and a break in the green room at this time.

Doors Open

All tickets are General Admission. Doors will open at 5:00pm, after strict lockdown from 4pm by centre security staff (for child protection reasons) with the Gala commencing at 6pm.

DURING THE EVENT

Show commences

At 6pm sharp, the evening program will commence with an anticipated completion time of 8.30pm. Programs will be available on the night for parents. A professional video and photos will also be available. Supervising teachers must remain with their schools at all times. This includes two teachers on the floor and two in the stands. Finalists will remain on the floor throughout the competition, sitting in designated zones under the instruction of a dance teacher and a school teacher.

Parents

Parking Parking is available at the P3 Parking Station at Sydney Olympic Park.

Event date (See attached)

Running order of the evening, school seating plan and any other information required for the evening performance will be sent out closer to the event.

EVENT GUIDELINES

Student Behaviour Expectations

- Students are to enter the dance floor under the instruction and guidance of their supervising teacher at all times.
- Eat only in the stands; food will be collected by school teachers and delivered to schools at the appropriate times.
- During dance items everyone is highly visible. A high standard of behaviour is expected at all times.
- Students to attend toilets in pairs and under teacher supervision.
- Students are encouraged to support other schools and display good sportsmanship.



DancesportConfidence
COURAGE RESPECT SELF BELIEF

JUDGING OF THE COMPETITION

The following factors are integral for adjudicators in the Dancesport Confidence Gala Event:

- Escorting their partner on and off the floor to their designated place in a circle.
- Starting and finishing a dance with a bow or curtsy.
- Perform each of the 5 dances correctly in time to music.
- Correct choreography, posture, rhythm, quality of movement, dance technique.

The scrutineering system is done in two parts.

The adjudicators' marks are scrutinised by " DanceScore " which is an application used for all Dancesport Events including the National Championship and the Australian Championship. From there one point is awarded to each school that makes it to the next round of that particular dance, continually to the final.

In the final, the school that achieves the highest mark from the adjudicators in that particular dance is awarded 8 points for 1st place (assuming 8 couples in the final), 7 points for 2nd place, 6 points for 3rd place, 5 points for 4th place, 4 points for 5th place, 3 points for 6th place, 2 point for 7th place and 1 point for 8th place.

TWO COMPETITION CATEGORIES

In the interest of fairness, this event has been divided into two competition categories.

Based on the overall percentage of students preparing for the event, your students are allocated to perform in either Category A or Category B . The overall winning schools in each of the two categories (1st, 2nd and 3rd) are assessed separately. These schools are presented with trophies, with medals being presented to 8th place.

A participation medal will be awarded to each student performing in the Gala event.

DISBURSEMENT OF STUDENTS

At the conclusion of the Gala Event, all students will be dismissed one school at a time via Door 5 outside the centre. Security staff will notify parents as each school exists the building, via the stairwell at Door 5.

If students are not returning to school on a bus, ensure parents understand that they need to have their child's name marked off the roll with the supervising teacher.