

Hi! Welcome to The Talent Factory's 20th season! We are so excited and ready for a new year of dancing, acting and singing! We can't wait for you to join our TF Family and meet our ALL-STAR team. We look forward to working with each and every one of you! Our talented staff works hard to create a positive, unique and FUN atmosphere you're going to LOVE!

We've compiled this packet full of important information to ensure you and your student have a successful and seamless year! Think of this as your Official TF Guide! We encourage you to review this important information prior to the first day of classes so everyone is prepared.

Thank you for choosing us! We are so excited for our 20th Season and we are looking forward to a great year! Please do not hesitate to reach out to us if you have any questions!

### MISSION STATEMENT

Our mission at the Talent Factory is to offer high caliber training while providing students with a positive and friendly atmosphere to grow and flourish, not only as artists but as young adults. Our program teaches confidence, self-esteem, time management, responsibility and helps build relationships that will last a lifetime.



### THE TALENT FACTORY MAIN LOCATION

46 FRENCHTOWN RD NORTH KINGSTOWN, RI 02852 401-398-0606

### THE TALENT FACTORY WARWICK

144 METRO CENTER BLVD. WARWICK, RI 02886 401-398-0606

## ARRIVALS, DISMISSALS & LOBBY PROTOCOL

#### **Parents/Caregivers**

We welcome our families into our lobby areas but we do like to prioritize our space for our students and their belongings. If at any time the lobby becomes too crowded, this is a great time for you to run an errand, catch up with a friend in the parking lot or even go on a quick walk! If you are coming inside the studio, please plan to enter the building no more than 5 minutes prior to the beginning and end of class time. You are always welcome to use our restroom, drop off snacks/water for your child, etc.! Thank you in advance for understanding!

#### **Preschool & Kindergarten:**

Please plan to escort your child to and from the classroom. Check-in with the front desk before heading to class!

#### Ages 6 and up:

We welcome you to escort your child to and from class if you would like to do so. If your child is familiar with the studio, dropping off at the front door is preferred. We have a fabulous staff who can assist your child while in the studio and help direct them where to go. Check-in with the front desk before heading to class!

#### Students with multiple classes:

If your child has multiple classes with a break in between, they are welcome to wait in our student lounge area until their next class begins.

# STUDENT CHECK-IN \*\*\*NEW THIS SEASON\*\*\*\*

#### \*\*\*NEW STUDENT CHECK-IN\*\*\*

Our new student check-in station is quick and easy! Stop at the front desk, type in your name, and check-in to your class! It is that simple!



### 2023-24 CALENDAR

Date

**Event** 

Monday Sept. 11, 2023	1st Day of Classes
Oct. 9, 2023	Columbus Day - Open
Oct. 31, 2023	Halloween - Closed
Nov. 11, 2023	Veteran's Day - Open
Nov. 15, 2023	Costume Deposits Due
Nov. 21 - 25, 2023	Thanksgiving Break
Dec. 20, 2023 - Jan 1, 2024	Holiday Break
Jan 15, 2024	Costume Balances Due
Jan 15, 2024	MLK Day - Open
Feb. 19-24, 2024	Winter Break
April 15-20, 2024	Spring Break
May 27, 2024	Me <mark>mori</mark> al Day - Closed
June 2-7, 2024	Rehearsal Week
June 8, 2024	Last Day of Classes
June 15, 2024	Recital Day

### CLASS OBSERVATION POLICY

CAMERA SYSTEMS ARE IN EACH CLASSROOM. THESE ARE PRIMARILY FOR THE SAFETY AND PROTECTION OF YOUR CHILD AND OUR STAFF. THEY WILL NOT BE AVAILABLE FOR PUBLIC VIEWING. PARENTS OR GUESTS WILL NOT BE ABLE TO SIT IN ON CLASSES. THIS IS TO MINIMIZE DISTRACTIONS AND DISRUPTIONS DURING CLASS. THANK YOU FOR UNDERSTANDING!

WE DO HAVE WINDOWS IN EACH ROOM
IF PARENTS WANT TO TAKE A PEEK! \*\*

### MORE IMPORTANT INFO



TUITION WILL BE AUTO DRAFTED FROM YOUR ACCOUNT ON THE FIRST OF THE MONTH SEPTEMBER 2023 - JUNE 2024. TUITION IS BASED ON A FULL YEAR OF CLASSES, 34 WEEKS, NOT THE NUMBER OF CLASSES PER MONTH. FOR MORE INFORMATION ON THIS, YOU CAN ACCESS OUR WEBSITE OR EMAIL INFO@TALENTFACTORYRI.COM.



IF YOUR CHILD MISSES A CLASS FOR ANY REASON, THEY ARE MORE THAN WELCOME TO MAKE THEM UP AT YOUR CONVENIENCE. WE PREFER YOUR CHILD MAKES UP THE CLASS IN THE SAME AGE AND STYLE THEY NORMALLY TAKE. YOU CAN FIND THESE OPTIONS ON OUR WEBSITE. IF YOU ARE MAKING UP A CLASS, PLEASE CONTACT THE FRONT DESK. WE ARE HAPPY TO ANSWER ANY QUESTIONS YOU MAY HAVE AT 401-398-0606 OR TALENTFACTORYRI@ GMAIL.COM

### **COMMUNICATION**

#### **Email:**

Our main source of communication is email. Please be sure your email address on file with us is one you check often. Email the front desk for anything you need! <a href="mailto:talentfactoryri@gmail.com">talentfactoryri@gmail.com</a>

#### The Band App:

We know families receive many emails between school and after school activities, which is why we have added the Band App this season to help with communication. Click the green logo below to join the Talent Factory Group!

#### **Social Media:**

We LOVE Social Media! Follow us on Instagram and Facebook to catch all of the fun and exciting things happening at TF. We'd also LOVE to see your pictures! Please tag us @talentfactoryri and use #talentfactoryri



### DRESS CODE

At The Talent Factory, it is important to be dressed appropriately for each class you take! Just like you wouldn't wear a tutu to soccer practice, we would prefer you save your soccer uniform for the field!

Dressing appropriately gives students confidence! It helps teachers better see body lines so they can help you become the best dancer you can be.

All dress codes can be found here on our website under the Programs tab!

#### Where to Shop:

Our NK location carries dancewear and shoes. Email us for more details or if you have any questions.



### SCHEDULES

### NORTH KINGSTOWN

click here for the full schedule of classes

### WARWICK

click here for the full schedule of classes











## SEASON 20 HERE WE GO!