



**Soul Movement Handbook & Contract  
2025-2026**

**SOUL MOVEMENT**  
*Let Your SOUL Be MOVED*

**Address:** 506 Northwood Road, West Palm Beach, FL 33407

**Email:** [info@movewithsoul.com](mailto:info@movewithsoul.com) *\*This is the best way to contact us!\**

**Phone:** 561-888-9074

**Website:** [www.movewithsoul.com](http://www.movewithsoul.com)

**Owner & Director:** Samantha Cyprian

**Teachers:** Ms. Pun, Ms. Olivia, Mrs. Annaya, Mrs. Shanna, Ms Brannndi, Ms. Elisabeth, Ms. Tia

**Parent Liaison:** Ms. Shannee

**Wellness Coordinator:** Mrs. Kim

**Office Manager:** Mrs. Carolyn Williams Smith

**Office Hours:** By appointment only. Please call the number listed above or email to schedule.

\*Please be advised after 4 pm classes will be in session; therefore, Ms. Samantha will be unavailable\*

*This handbook contains class and studio information along with student and parent expectations. All the teachers and staff at Soul Movement are dedicated to ensuring our customers have a positive experience. We look forward to making this year at Soul Movement the best and most impressive yet!*

**Studio Communication**

Soul Movement will send a monthly newsletter and other announcements via the BAND APP <https://band.us/n/a7a3b6H3g0KeO> and email. For the fastest and most thorough answer to any questions you may have, please contact us via email at [info@movewithsoul.com](mailto:info@movewithsoul.com). We will do our best to respond to all emails within 48 hours, excluding weekends and holidays. We encourage you to use all available resources (i.e., our website, Facebook page, Instagram page, Parent Handbook, Band App Feed, etc.) to find readily available answers to your questions **before** emailing the studio.

**IMPORTANT BAND APP INFORMATION:** Once you join the BAND app we ask that you familiarize yourself with it as information will be sent via posts and chats. The main chat in the BAND app is used for **general information** regarding all parents/students. Please use **specific**



**class chats** when asking questions regarding class-specific topics. You can directly message teachers and staff if there are specific questions regarding your dancer. Ms. Shannee is our parent liaison. She will provide information to parents via the BAND app and can also answer any parent, student, and class related questions. There will be lead parents in each class chat to also assist with questions. Following these guidelines will allow the communication on the BAND app to flow smoother. Also, please use the calendar feature on the BAND app; we will post important dates there.

### **Facebook & Instagram**

Follow us on Facebook and Instagram for important information, news, and promotions.

Facebook: <https://www.facebook.com/SoulMovementArtistry>

Instagram: <https://www.instagram.com/soulmovement.artistry>

### **Registration**

Registration for new and returning dancers is easy via our Parent Portal (Studio Director) enrollment link. This can be found on our website at [www.movewithsoul.com](http://www.movewithsoul.com). We highly recommend that students interested in taking Jazz, Modern, and Contemporary classes enroll in Ballet. Ballet will assist with technique and terminology that will be taught in the other classes. (Please see table below)-Also please note that teacher input is also taken into consideration regarding placement of students.

For questions regarding enrollment, please contact us via email at [info@movewithsoul.com](mailto:info@movewithsoul.com).

Prerequisite	Class
Ballet II A/B /Modern I	Contemporary
Ballet II A/B	Modern
Ballet recommended	Jazz

### **Tuition (Monthly Investment)**

The first month's tuition plus the annual Registration & Continuing Service Fee (\$25 per dancer for new students/\$20 for returning) is due at the time of enrollment. It can be paid through the Studio Director Portal. **Students whose fees are not paid before the first day of class of the season will be dropped from all enrolled classes.**



Remember that your monthly investment holds your child's spot in a class and is the monthly installment toward the full season's tuition amount. ***If a student is absent for any portion of a month/time, tuition for the month is still due in full.***

Your card on file must be valid and will be set to auto-pay. Your monthly investment will be pulled from the credit card on file on the first of each month (August-May). A \$25 late fee will apply to accounts that have not paid their monthly investment by the 5th of the month. All payments must be current, and the balance must be paid in full for a student to maintain enrollment status, receive apparel or merchandise, participate in class, any special event, showcase, recital, or competition.

*\*It is the goal of Soul Movement's staff to create fundraiser opportunities etc., to alleviate costs. We will also do our best to prevent unexpected fees/costs from incurring.\**

### **Financial Commitment**

45 Minutes of class a week - \$75

1 Hour of class a week - \$100 per month

2 Hours of class a week - \$165 per month

3 Hours of class a week - \$230 per month

4 Hours of class a week - \$290 per month

5 or More Hours of class a week - \$375 per month

### **Soul Movement Boutique**

Families can purchase uniforms/essentials from our SoulMovement online boutique located at [www.movewithsoul.com](http://www.movewithsoul.com). Please place orders promptly to allow sufficient time to receive your items, and be mindful of when items are needed to ensure you have the items you need on time.

### **Attendance**

Please message your ***dancer's class chat*** via the BAND app as soon as possible if your dancer will miss class for any reason. Classes missed due to unforeseen or unavoidable circumstances can be made up within a month of the date of absence from a class. Students can attend a class of the same or lower level for make-up purposes. An email to [info@movewithsoul.com](mailto:info@movewithsoul.com) or a message to the class teacher requesting a make-up class must be sent no later than 48 hours before the make-up class time. ***Tuition will not be discounted due to missed classes.***

Students must attend **ALL** classes and rehearsals that are scheduled. Teachers are not obligated to make provisions for consistently late or absent dancers. **\*Dancers will watch class/rehearsal in the case of injury or mild illness.** Punctuality is just as important as attendance; students **must be on time and prepared for class.** Dancers should not miss more than **two of any class** per month. Dance requires consistent, ongoing training, and dancers who regularly miss classes



perform less efficiently than those who regularly attend all classes. **Dancers who are continuously absent will NOT be allowed to perform in shows or events.**

### **Withdrawing Enrollment**

If you or your student decide not to continue with a class(classess) mid-year, we must be notified by email no later than the 5th of the month prior. Any withdrawal notifications received later than this date will still be subject to the following month's tuition payment. **All withdrawal notifications must be sent by email.** No withdrawal requests made in person to any staff of Soul Movement are considered appropriate or applicable. *Any drops after January 5, 2026 will result in the remaining tuition (February-May) balance due in full.*

### **Class Cancellations**

Soul Movement may cancel a class due to inclement weather or other unforeseen emergencies. We will send an update via the BAND app as soon as possible. The canceled classes will not be rescheduled or refunded, but students can make up these classes within one month in the same or lower-level classes of the same genre.

### **Parent Observation**

Parents are not permitted to enter the studio at any time during class hours unless invited by the instructor. Remember that this is a courtesy to your dancer and all other dancers in the studio. Their dance education is of utmost importance to us. We understand that adjusting to the first few classes may be difficult for some of our Creative Movement students. We permit parents to join the Creative Movement students for the first few classes until dancers warm up to their teachers, peers, and surroundings.

There will be allocated times for parent observations during reports of progress.

### **Classroom Expectations**

Students must be ready to enter class on time, have used the restroom with hair pulled back securely in a bun (for ballet) or ponytail away from their faces. If your student has beads, please make sure they are secured so as to not hit the dancer in the face or add noise when they are dancing. They should enter class in the appropriate uniform for the class they are entering. If your student is not in the appropriate attire as stated in our studio's dress code, your student will be asked to sit out of class.

### **Dress Code**

Your dancer must follow our guidelines for dance attire and footwear for dance class. The Soul Movement dress code was created to keep your dancer safe, prevent injuries and ensure that he or she receives the best dance instruction possible. All attire required for our classes will be



available to order at the Soul Movement Online Boutique. Shoes can be purchased at local dance stores, via Amazon, and at online stores (blendz.com, bloch.com, capezio.com, discount dance). Please do not purchase ballet shoes from Walmart or Target.

Forgetting dancewear, shoes, proper hair, and/or students wearing inappropriate clothing is unacceptable. *\*It is teachers discretion if they allow dancers to participate in class if their hair or attire is not aligned with the Soul Movement's dress code\**

**Creative Movement Ballet/Jazz/Tap:** Soul Movement Leotard Dress, Flesh tone tights, flesh tone ballet shoes, black jazz shoes, black tap shoes.

**Ballet:** Soul Movement Leotard, Flesh tone tights, flesh tone ballet shoes.

**Modern:** Soul Movement Leotard, Flesh tone or black convertible tights, bare feet.

**Jazz:** Soul Movement Leotard, Flesh tone or black tights, black jazz shoes.

**Contemporary:** Soul Movement Leotard, Flesh tone or black tights, bare feet.

**Tap:** Soul Movement Leotard, Flesh tone or black tights, tap shoes.

**Soul Stage Rep (Soul Stage Company Members ONLY):** Soul Stage Purple Basic or Racerback Leotard, Soul Movement Black Leotard, Flesh tone tights, and shoes depending on the class.

*\*SM cover ups allowed for rehearsals\**

*\*Flesh tone tights should be as close to the dancer's skin tone as possible\**

### **Student Evaluations & Level Information**

Staff and teachers at Soul Movement reserve the right to place students at the appropriate level based on the class and its content. Students will be placed in levels based on technical ability and maturity, *not age. Students in classes Level I (of any particular genre of dance) and up should plan on spending at least two years in a level before continuing to the next level.* Teachers are happy to provide additional feedback via email and help students develop and succeed in their dance goals. If, when Fall classes begin, your student has improved past our Spring recommendations, we will contact you to reassess class levels. Our main goal at Soul Movement is to ensure students master foundational skills of a specific technique before moving on to another level.

### **Recital Information**

Soul Movement will hold our annual Spring Showcase in May or June. Each family will receive a digital information packet with detailed information before each show. We ask you to read this information thoroughly as we will not re-address the covered subjects. Recital season is incredibly busy, and we dedicate many hours to putting on an incredible and unforgettable performance for your family and dancers to remember for future years. If follow-up questions need to be answered, please contact our office manager, parent liaison, or lead parent of your



child's class. Please be aware that performances are used to demonstrate the skills obtained through the year but it is not the most important component of the program. We aim to create technically sound dancers, first. Without technique performance suffers.

**All parents are REQUIRED to volunteer for the Spring Show rehearsal or performance. If not at the rehearsal or theater, they MUST volunteer to assist. This can include costumes, hanging of costumes, collection of costumes, cleaning/sorting costumes, set up/clean up etc. A list of jobs will be provided via our parent liaison to identify where your help is needed.**

### **Performance Fees**

We want your dancer's day to be as special as possible with a professional performance experience. A performance fee is charged to each student to cover fees associated with their recital/performance. The performance fee is charged to dancers performing in the Spring Recital.

A performance fee of \$275 will be assessed for each dancer. There is a 10% sibling discount for performance fees. This fee covers the theater rental for rehearsal and performances, vendors, Soul Movement teachers and staff time, costume **rental**, costume cleaning fees, and professional keepsake programs. ***Dancers will not be allowed to perform if performance fees are not paid by allocated due dates.*** Performance tickets will be available for purchase during the months leading up to the big show. More information regarding the Spring Showcase will be included in our Recital Packet, distributed leading up to show time. We understand emergencies may arise but please be advised **recital fees will not be refunded 15 days after payment is received.** For example, if recital fees are due by October 1, monies can only be refunded until October 15.

### **Finally...**

Don't forget to have fun! You'll gain many great memories and friendships during this time together, so enjoy every second! We strive to make this the most positive and rewarding experience for our dancers and look forward to having another incredible and exciting dance season.

We are excited to Give Your Child Dance!

*Peace & Movement,  
Ms. Samantha Cyprian*



I have read and understood everything expected as a dancer and dance parent with Soul Movement. I understand these policies are created to ensure the best training and the most positive and rewarding experience. I also understand that failure to meet the conditions outlined in this contract could result in my dancer's dismissal from Soul Movement.

Please click the link below to acknowledge your receipt and understanding of the 2025-2026 Handbook.

<https://forms.gle/BC4qpw7LVKZ837vt7>