

DANCE PARTY PACKAGE

1 to 15 children. Guests will enjoy an hour of dancing in one of studios with a dance instructor. The parents will help determine the dance theme to the party with the creative assistance from the dance instructor. Following the instruction, guests can enjoy food, drinks, and dessert provided by the party host for the second hour in one of our party rooms. Age categories for a party are: 3-5 years old, 6-9 years old or 10 & up.

Package Rate: \$235

Includes: Dance and party room rentals and dance instruction.

**Additional children will require a second paid dance instructor. Please contact us for further details.*



PARTY PLANNING AND PREPARATION

Items To Bring:

Cake
Food and Drinks
Tablecloths (standard rectangular)
Plates, Cups, Utensils, etc.
Candles
Lighter or Matches
Decorations
Party Favors

Items Not To Bring:

Pets
Confetti
Glitter
Party Feathers/Boa
Piñatas
Sparklers
Silly String
Alcohol

Items Supplied By CRC:

Room
Tables
Chairs
Trash Receptacles
Sink in the room

PARTY SCHEDULE

15-30 Minutes before Party:

- Check in with front desk staff upon arrival
- Set up/decorate room
- Meet and greet your guest as they arrive

1 Hour in Dance Studio:

- The dance instructor will lead the group into the dance studio.
- Warm ups, across the floor technique and a dance routine will be taught
- Last 5 minutes: "Game Time"

Last Hour:

- Party room



WILMETTE PARK DISTRICT

DANCE PARTIES

Move to the music! Give your kid a celebration to remember with friends and family as they enjoy the first hour of the party learning dance techniques, a new dance routine and playing games. Following the dance hour, the excitement will move to the reserved party room where the fun will continue with your own snacks and games.



WILMETTE PARK DISTRICT

Center for the arts
Community Recreation Center
3000 Glenview Rd., Wilmette 60091
847-256-9686 | www.wilmettepark.org



DANCE PARTY AGREEMENT

Reservation/Payment Information:

- Each additional instructor is \$65.
- Total party number must be provided NO LATER THAN noon the Wednesday prior to the event. The total number of participants cannot increase after this time unless approved by birthday party coordinator and additional instructor is secured. Extra children will NOT be allowed to participate the day of the event.
- Contact: 847-920-3930 or vlober@wilpark.org

Party Details & Format:

- Guests are not allowed into party room until host arrives.
- Birthday child must be turning 3 years old or 6-15 years old based on the party package. Participants must be within 3-17 years old. Participants younger or older than the party package may find the activities too easy or too challenging.
- CRC dance staff will escort only party children into the studio for planned dance activity.
- Parents and adults may observe from the windows. Only party parents permitted in the dance studio.
- After planned dance activity, CRC dance staff will escort party children and adults into the Party Room for the final hour of party celebration.

Food, Drink & Party Room Policies:

- There is a party room incidental charge of up to \$100.00 if damage occurs.
- Host is responsible for providing party food, drink, cake, decorations, tablecloths and tableware.
- Absolutely no alcohol allowed at party or Park District premises.
- No food or drink inside the studios or lobby. Food and drinks are allowed in the Party Room only.
- Host is encouraged to set-up and decorate the Party Room 15-30 minutes prior to the party and/or while kids are in the Dance Studio. Tape is not allowed to be used to decorate. Sticky tack is the only acceptable adhesive to decorate the party room.
- The party's host parent is responsible for all attending children at the party. The host parent must wait until all party children have been safely picked up.

Dance Studio Safety Rules:

- Only children in the party may be allowed in the studio.
- Children must listen and follow directions and safety instructions given by CRC dance instructor.
- No food, gum, or drinks in the dance studios.
- No jewelry allowed.
- Long hair (boys & girls) must be tied back away from the face.
- Wear appropriate gym clothing. Do not wear oversized or loose fitting clothing, zippers, buttons, buckles, tights which cover your feet, skirts or shorts. Bare feet or clean gym shoes only inside the dance studios. No boots, sandals or flip flops are allowed.

DANCE PARTY AGREEMENT CONT.

- There is no hanging on bars, banging of the mirrors or destruction of dance props allowed.
 - If at any time a child exhibits inappropriate verbal or physical behavior that compromises their safety or the safety of another child or staff members, the child will be dismissed from the party.
 - If any of the participant have special needs, their parents (or guardian) may accompany them in the dance studio. Please inform our instructors before the party begins.
- Please contact Valerie Lober with any Dance Party questions 847-920-3930 or vlober@wilpark.org

FREQUENTLY ASKED QUESTIONS

Q: We aren't sure how many invited guests are planning to come to our party?

A: We highly suggest you reserve the party for the maximum amount of people you could have. If you plan to send out 15 invitations, it is best to include 15 participants on the original reservation. The final number of participants is due the Wednesday before your party by noon.

Q: How early should I tell my guests to arrive?

A: Please ask them to arrive ten minutes prior to your scheduled party to allow enough time for your guest to get ready for the party. Make sure to use proper address on your invitations! 3000 Glenview Rd., Wilmette IL, 60091

Q: What kind of dance style do I choose?

A: We have found it best for the parent to discuss any requests from the child. Parents usually go off the theme of the birthday party. Here are some examples:

Ballet Party

Kidz Bop Hip Hop Party

American Girl Doll Party

Princess Ballet Party

**We do not instruct acrobatic or tap parties.*

Q: Who will be teaching the dance portion of the party?

A: Our friendly staff members are fully trained in numerous dance styles. If you have any requests as to who will be instructing the party, please make a note to the employee scheduling the party. If you do not have any requests, we will choose an instructor for you!

Q: I have questions for the instructor, how can I reach them?

A: Once the party has been booked an instructor will contact you by phone or email to work with you on a dance theme and answer any questions you may have.

Q: Will this be challenging for all kids?

A: We will try to challenge all kids according to their abilities.

FREQUENTLY ASKED QUESTIONS CONT.

Q: We want to invite a child not in the age range of the party participants, is that okay?

A: The party activities are going to be geared toward the age category of the party, either 3-5 years old, 6-9 years old or 10 & up. Participants not in the age categories may find the activities either too challenging or too easy. With the party host's approval, we will allow them to participate. We do not allow anyone under the age of 3 or over the age of 15 to participate. The only exception is the birthday child sibling.

Q: Can we have two birthday children in one party?

A: Of course! When you book the party, please add a note stating there are two birthday kids in the package. All of the costs for additional participants and the maximum amount of participants remain the same.

Q: I have two children's birthdays to celebrate but they are in separate age categories, can we combine their parties?

A: We can be creative and flexible with our party planning to try to accommodate special requests. We can work with you to find a solution that will create a great party for both children!

Q: Can I bring decorations to decorate the party room? How early can I get into the party room?

A: The party room will be available to you 30 minutes prior to your party. We will have the appropriate number of chairs and tables ready upon your arrival. Decorating the room to your specifications is your responsibility. You're welcome to use your own decorations and/or paper products in the party room. To preserve the integrity of our party rooms, we do not permit silly string, confetti, or craft projects that involve pens, markers, paint, glue or glitter. Sticky tack must be used to hang decorations. The dance studios are not available for decoration. There is up to a \$100 charge for damage.

Q: Can the first hour be in the party room?

A: No, we have found that a belly full of food is not good before any dance activity.

Q: How do we take pictures of the party?

A: Party Mom/Dad is welcome in the dance studios during the event and is allowed to take pictures. ALL PARTY GUESTS' PARENTS ARE REQUIRED TO WAIT IN THE PARTY ROOM UNTIL THE DANCE PORTION IS FINISHED.

Q: Can I spend more than the designated time in the dance studio or the party room?

A: We're sorry but we cannot extend the time in the dance studios or the party room.

Q: Is there a refrigerator?

A: If needed, there is an accessible refrigerator in the kitchen.