

VENUS VILLA

ACADEMY



STUDENT HANDBOOK

2026-27

www.venusvilladanceacademy.com

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About The Academy



Venus Villa Dance Academy, established in the summer of 2023 by former International Principal Ballerina Venus Villa, is dedicated to nurturing the talents of aspiring dancers in a supportive environment fueled by passionate parents and students.

Our primary goal is to provide focused, high-quality training that fosters confidence and pushes dancers to exceed their limits. Students train under the guidance of compassionate instructors, honing their technical skills and artistic expression. With a strong emphasis on stage performance, we encourage participation in competitions to build confidence and gain valuable public performance experience. Following the Cuban/Vaganova methodology, our rigorous training cultivates technically proficient and artistically versatile dancers, highly sought after for their professionalism and adaptability across diverse dance styles.

ADDRESS

29 Wong Chuk Hang Rd
Vita Tower B, 5/F, unit B3
Wong Chuk Hang
Hong Kong

[Google link](#) here

Use back entrance on Yip Kan
Street when front door is closed
(after 7pm and on Sunday)

THE STUDIO

Perfect environment to nurture young
talents in Hong Kong

FACILITIES

- Harlequin Floor from UK
- High-end Sound System
- Mobile mirrored walls to create 2 spaces
- Cozy “home away from home”

RENTAL

Our studio is available for rental at the
price of \$350/hr. Enquiries can be done
through whatsapp.

CONTACT

+852 6660 7323

www.venusvilladanceacademy.com



ACCESS PLAN

[GOOGLE LINK - Click Here](#)



We are in VITA TOWER B, 5/F

Access from Yip Kan Street if building front entrance is closed (after 7pm and on Sunday)



- 1) Hi Park Car park
- 2) Landmark South Car Park



Access by car to access Yip Kan Street

Uber

Type “Venus Villa Dance Academy”
Pick-up/Drop-off point on Yip Kan Street



(Blue line) 5' away from Wong Chuk Hang MTR Exit B,
connected by covered bridge until Yip Kan Street

Car Pick-Up: parents can usually park and wait in the car on
Yip Kan Street, the back entrance of Vita Tower.

REGISTRATION

ACADEMIC TERMS

Venus Villa Dance Academy curriculum is a year-round consisting of 2 Terms & 1 Summer Classes:

- 1) Autumn Term (Aug - Dec)
- 2) Spring Term (Jan - June)
- 3) Summer Classes (July - Aug)



REGISTRATION

All registrations needs to be completed online.

Students must be registered online prior to the first day of class of the term.

Please log in onto our website and enroll under the “BOOK NOW” section.



PAYMENT

Tuition fees must be settled prior to the first day of term and are to be settled for the whole duration of the Term, unless you have opted for a Monthly All Classes Package, where payment should be settled prior to each month registered for.

LATE PAYMENTS

Payments are due before the start of the term. A HKD100/week penalty fee will be incurred after 1 week of Term commencement enrolled. If payment is not receive 2 weeks after term start, the student will not be permitted to attend classes.

VVDA Bank Details

HSBC Bank Code: 004

Account number: 801-638859-838

Beneficiary:

Venus Villa Dance Academy Limited

CLASSES



SCHEDULE

Each term will have a schedule release about 1 month prior to the first class of the term. It will be communicated through the “VVDA Parents” Whatsapp group and made available online under the “BOOK NOW” page.

PRIVATE CLASSES

We welcome students to enquire on private classes, which can be arranged with any of our teachers upon their availability as well as the studio's.

Tuition fees need to be settled to book the class.

Cancellation of a private class needs to be done at least 2 full days prior to the class (e.g. if the class is on a Friday, you shall inform us by whatsapp no later than Tuesday 23:59) to be refunded. No Shows will not be refunded.

PARENTS ATTENDING CLASSES

We understand that parents wish to see their child dance and see if they enjoy the class. Nevertheless, it is important that students are fully focused on the teacher's instructions and having family members in the room is a source of distraction. Parents are therefore not allowed in the classroom, unless given authorisation by the teacher.

SHOWCASE & OPEN DAYS

VVDA will organize Showcase evenings, where children get to perform for their parents within the comfort of our studio walls. Such event may feature some guest star from the ballet industry or art world. It is a great opportunity for them to show their talent to their parents and get more comfortable in managing their on stage nerves. It is also a chance to mingle with other parents around a few glasses of prosecco!

MAKE UP CLASSES & REFUNDS

ABSENCES AND MAKE UP CLASSES

Absences in relation to education, medical condition (with doctor's certificate), or religious events are excused. If students are absent from a class without any reasons (no show), there will be no make up classes. Parents should therefore inform us in advance if their child will be absent.

Make up class shall be arranged to a class of same level or below, and only within the same term. All make up classes need to be taken within the enrolled term and such classes cannot be credited to a subsequent term.

To participate in a Make Up Class, Parents MUST get the school's prior approval and communicate, which class they want to attend as make up and in substitution to which missed class. Only once the school approves it, the student may join the class.



REFUND POLICY

No refunds will be given for any missed classes. If parents / students elect to withdraw from VVDA during the duration of the term no refunds will be given for withdrawals or cancellations made after 1 month of the course start date. You must notify us at least 1 week prior to the withdrawal.

TUITION FEES

Tuition for students enrolling during the Term is prorated based on the student's enrollment day. Tuition cannot be credited towards any future classes sitting outside of the Term paid for. Any Tuition from Performances, Shows or Competitions will be communicated separately.

ADVERSE WEATHER & PUBLIC HOLIDAYS

No classes will be scheduled on public holidays unless under special circumstances. All classes will be automatically canceled for Typhoon Signal 8, Black Rain Warning, or higher. Forced government closures due to the weather are circumstances beyond our control and therefore won't be compensated by refunds or make up classes.

COMPETITONS GUIDELINES

We understand many parents are interested in having their child join one or many of the competitions available in Hong Kong or abroad, but are unclear on how it works. This may at first be a daunting task but rest reassured, we are here to provide guidance and take your child along the beautiful journey of dancing on stage. Please find below the required steps for ballet competitions preparation.

SETTING THE VARIATION

- Each student's variation (solo piece) must be learned and set through private coaching sessions at our school. The amount of time needed depends on the student but usually no more than 4 private classes of 1h each should be necessary.
- Once the choreography is fully learned and mastered, progress will mainly be about repetition and polishing
- Extra practice and rehearsal time will then focus on strengthening confidence, technique, and importantly stage presence
- This will be done through our Variations group classes as per the schedule designed for the term



REHEARSALS

All rehearsals and practice of the variation introduced by our Academy to the student must take place under the guidance of our school's teachers only. To ensure consistency and quality, outside teachers may not rehearse or reset the same variation once it has been prepared by us.

CLASS REQUIREMENTS

A minimum of 2 regular ballet classes per week is required to represent our Academy at competitions. This ensures that dancers maintain strong technique and strong physical conditions and the student has learned more basics with our method and for progress to follow.

COMPETITONS GUIDELINES

(continued)

1. ENROLLMENTS, DEADLINES & MUSIC

- Competition enrollment is the responsibility of each parent/family
- Enrollments must be completed before the official deadline set by the competition. Late enrollments are usually not accepted
- If you need help with the process, our teachers will gladly provide guidance and advice on how to submit forms or information, but will not fill in the form on behalf of the parent.
- Music editing: If you need assistance with editing tempo or preparing unique arrangements, we are happy to advise or refer you to a master in music editing who has extensive experience in competitions and work with us



2. EXTRA STUDIO

- At certain competitions, students may need extra rehearsal space near the competition location for warm-up on the day or to practice the days prior, especially for international competitions
- When a ballet studio outside the competition is required, the cost of renting the studio will be covered equally among all participating students who use the extra space

3. PARENTS & STUDENTS RESPONSIBILITIES

- Enroll your child directly with the Event Organizer
- Ensure your child arrives on time at the competition venue
- Prepare costumes, hair, and do/arrange their makeup in advance
- Students need to wear a VVDA Jacket, unless permitted otherwise
- Review and respect the competition individual rules and schedules
- Support your child with encouragement and positivity
- Support other students of the Academy who are participating



COMPETITONS GUIDELINES

(continued)

4. COMPETITION SUPPORT FEE

On the day of each competition, the school charges a Competition Support Fee of HKD 300 per student. This fee helps compensate the teacher for:

- Pre-competition warm-up and rehearsal with the student
- Stage preparation and coaching behind the scenes
- Supervision and support throughout the day of the competition
- Travel time and expenses related to attending the event

Why this fee?

On competition days, teachers spend the day supporting students — from warm-up and rehearsals to backstage guidance and supervision — often giving up their regular teaching schedule or day off. The Competition Support Fee ensures teachers are compensated for this extra time, travel, and professional care so they can give each student their full attention and best support.

This service is optional and not mandatory. If a student wishes to attend and perform in a competition without teacher support, we completely understand. However, we highly encourage warm-up and preparation, as it helps students feel prepared, confident, and supported on the day of performance. Please note that this applies to both domestic and international competitions.



5. COSTS COVERED BY THE PARENTS

- Competition entry fees (paid directly to the event organizer)
- Costumes and headpieces
- Music editing of their child's variation
- Student logistics costs such as transport, F&B and accommodation
- Extra studio space (if needed) and Competition Support Fee (optional)

**These guidelines support the best preparation for each student,
and to create a fair standard for everyone**

DRESS CODE & HAIR

Proper adherence to the dress code not only allows students to focus fully on their studies, but shows formal respect to the academy, fellow students, and the longheld traditions of ballet. All students must adhere to every aspect of the dress code.



ALL STUDENTS

- Eyeglasses are not permitted in Level 2 and up.
- Legwarmers are not permitted.
- There should be no headbands, barrettes, decorative bun covers, or other accessories.
- No Jewelry. Girls with recently pierced ears may cover the earrings with a strip cut from a natural color band-aid.
- No watches
- Undergarments are not worn under tights.



HAIR

For Student safety, cleanliness of line, and to prevent distraction, VVDA requires all dancers to have their hair neatly secured out of their face.

- Dancers with long enough hair must be in a neat bun. No headbands.
- If your child has bangs or short hair, it must be pinned back. white handband to keep hair back away from the face and neck is permitted.
- All buns will require a snug ponytail base, hairnets and hairpins
- Please find a helpful video for achieving ballet bun.



HOW TO DO A BALLET BUN VIDEO ([click here](#))



UNIFORM & BALLET SHOPS

DRESS CODE	TOP	BOTTOM
GIRLS (Baby & above)	School Uniform	School Uniform
BOYS	White Shirt	Long Black Short or Men Tights
CONTEMPORARY	School Uniform	Black Short and Socks
ADULTS	Free to choose	Free to choose

Note: some extra uniforms/costumes might be required for open classes and showcases as instructed by the Academy.



Girls



Boys

MON, TUE, THU, FRI & SAT
SCHOOL UNIFORM

WED & SUN
FREE LEOTARD

BALLET SHOPS

- Snow White Dancewear (Wan Chai): www.snowwhitedancewear.com
- Fonteyn Ballet Supplies (Wan Chai): www.fonteyn.com.hk
- Coco Tutu Atelier (online): www.cocotutuatelier.com/

SCHOOL UNIFORM



Leotard - \$300



Skirt- \$250



Hair piece - \$100

Uniforms can be ordered directly to the school's whatsapp

ETIQUETTE

The Venus Villa Dance Academy strives to create a safe, welcoming, and positive experience for its students, staff, and families. We expect all individuals to demonstrate respect for others.

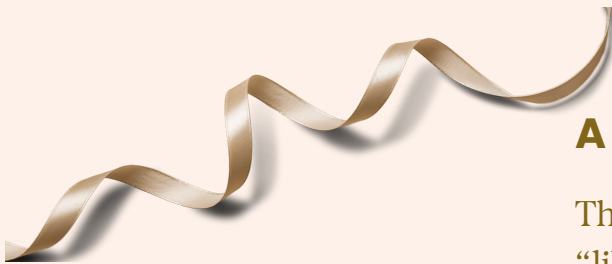
Students are expected to observe dance classroom etiquette at all times. This includes:

- Follow Academy rules
- Respecting the teacher and other students
- Being on time
- Adhering to the dress code
- Paying attention
- ... and doing the best work for every exercise

If a student fails to behave according to the classroom etiquette, the following procedures will take place:

- the teacher will address the issue directly with the student
- if the inappropriate behavior continues, the student will be dismissed and asked to wait in the stretching area until class is over.

Punctuality is strongly advised. Students arriving more than 5 minutes after their class has begun may not be allowed to enter the class.



A CLEAN ENVIRONMENT

The Studio is a working environment and even if it feels “like home”, it is a place shared among many children and parents. As such, students are requested to always keep their belongings in a tidy manner, within their bags and stored neatly in a corner.

Food and beverages are only allowed to be consumed in the lounge area where the coffee table is situated. Any leftover food or trash needs to be thrown away.

Every student needs to be reminded to respect the premises and to their classmates by keeping a clean and safe environment at all times. VVDA is not responsible for any lost or stolen items.

A photograph of a ballerina in a white tutu and pointe shoes, captured in a dynamic pose. The image is partially obscured by a large, light pink circular graphic on the right side of the frame. The ballerina is wearing a white, multi-layered tutu and white pointe shoes with ribbons. Her legs are extended, and her arms are slightly out to the sides. The background is a blurred indoor setting, likely a dance studio.

LET'S
GO
DANCE
NOW!