



Teaching a Class or Workshop at Dancehouse

Weekly Public Dance Classes are ongoing technique classes taught by artists and teachers who hire our space to host their classes. These classes are a great way to get away from the hustle and bustle, stay fit, meet people and learn new techniques. Have a look at what's on offer and then contact the teacher directly to book in.

One off, or short series Workshops: Dancehouse regularly plays host to workshops run by local and international practitioners. Bookings should be made through the contact details on each listing.

WHO CAN TEACH AT DANCEHOUSE?

Any individual or teacher who wishes to hire a Dancehouse studio, to instruct their own dance or movement-based classes or workshops, on a short or long-term basis can apply to teach at Dancehouse. Please note, this is not an application for employment at Dancehouse and the classes/workshops are a self-entrepreneurial activity undertaken wholly by the teacher/hirer. Dancehouse provides the studio with sounds system and some promotional support (see below). 'Classes' are regarded as regular weekly classes (e.g. Contemporary dance classes on consecutive Tuesday evenings for a set term of weeks). 'Workshops' are any other professionally instructed class, master-class or workshop that may be held over a few hours, a few days or a weekend but that is not a regular, repeated weekly class.

To apply to teach at Dancehouse, please fill in the following form: <https://goo.gl/forms/NOHPcZ5SjF1zlc0p1>

INVOICING

Teaching hire rates are \$25.00 per hour, or \$20.00 per hour for Dancehouse Members. You will be invoiced on a monthly basis, unless arranged otherwise with the Operations Manager. If you need to cancel a class, please give us as much notice as possible so that alternative arrangements or notification can be made. Cancellations on the day will be charged at the rehearsal hire rate, to cover Dancehouse costs.

PROFESSIONAL INDEMNITY INSURANCE

Please be aware, Dancehouse has public liability insurance which covers any injuries that may occur in the foyer, the stairwell or as a result of a fault within the studio. **You are responsible for any injuries that occur as a result of your instructions.** If you do not have professional indemnity insurance, Dancehouse recommends that you contact Ausdance on 9417 1200 or victoria@ausdance.org.au, for information on dance specific professional indemnity insurance.

PROMOTION

Information about your classes will be included on the Dancehouse website. You are welcome to place flyers for your class on the notice board and benches in the foyer at Dancehouse and we strongly encourage you to advertise your class outside the Dancehouse networks. As an aid to monitoring the workshops and classes held at Dancehouse we ask that all successful applicants provide a weekly/monthly email or verbal account of attendance numbers.

Dancehouse is not responsible for promoting your class through social media or our newsletters. It is the responsibility of the teacher to promote the class. If you want to us to share your class, please contact the Communications Manager, and any promotional decisions will be made on a discretionary basis.

For all promotional material created by the teacher, e.g. websites and flyers, and any images taken at Dancehouse, you must cite Dancehouse as the location, however we do not permit the use of our logo or likeness.

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STUDIO & EQUIPMENT USE

Please ensure you leave the studio tidy; all booking times are absolute and inclusive of set up and pack down. If you need more time to allow for this, please book it in. All heating/air conditioning, lights and fans **MUST BE** turned off at the end of your class. Lost property can be delivered to the office, or left outside the door if not attended. There is a sound system in each of the studios and any other equipment (theatre lighting, etc) is not part of hire fee and will incur extra cost. Additional equipment use should first be discussed with the Venue and Production Manager.

ACCESS & ALARMS

Please note that Dancehouse has an alarm system. If necessary, you will be provided with lockup instructions. If your class is on a weekend or evening, you should check you have access instructions before your first class.

As much as possible, Dancehouse will attempt to keep your class in the requested studio space; however there may be times when we may need to relocate your class to another studio.

BOOKINGS are subject to availability and the Dancehouse Artistic Program.

All three spaces have floors, which are maintained for dance and may not be suitable for all types of usage so please check when booking, for either rehearsal or performance.

Dancehouse reserves the right to decline hire or to request changes to hire in order to accommodate the Dancehouse Artistic Program.

**Please direct all enquiries to the Operations Manager.
150 Princes St, North Carlton 3054 info@dancehouse.com.au T:9347 2860.**

All applications are via THIS FORM ONLY: <https://goo.gl/forms/NOHPcZ5SjF1zlc0p1>