WELCOME TO THE CATHY-LEA COMMUNITY!

Here's some more information about how our studio works.

Office

Our friendly office team including Kath, Charlotte and Carmen are here to help you, either in person, via email or on the phone.

The main office is at the "Street Front" 5/15-19 Vesper Dve, but also we have a secondary office at our "Back Lane" Studios at 3/9-11 Vesper Dve.

The main office is generally staffed when classes are running.

Tues-Thurs mornings

Monday-Thursday evenings

Saturday - mornings

The back office is also staffed Tuesday and Thursday evenings and Saturday mornings.

To contact us outside office hours email office@cathy-lea.com or phone 9704-7324.

About Us

Experts in entertainment education.

Creating stars since 1990.

When established in 1990, Cathy-Lea was **unique in its performing arts curriculum.** 35 years later, we are still leaders in performing arts education, offering programs that are **educationally informed,** responsive to children's **diverse learning needs,** and preparing graduates for the **demands of the performing arts industry,** in an environment that is **positive, inclusive, encouraging** and **fun!**

Mission

Cathy-Lea Studios are committed to delivering 'best practice' in Dance and performing arts education, delivering registered, recognised and reputable training.

We strive to nurture students' passion for performing arts, inspire creativity and artistry, and develop strong Dance and performance technique.

We encourage students to achieve their personal best, while developing confidence, resilience and social skills within a nurturing, supportive community.

At Cathy-Lea your child will:

- Be welcomed, nurtured and supported regardless of age, ability, gender, or cultural background.
- Be inspired to develop creativity, confidence and musicality.
- Refine technique and artistry in dance, music and drama.
- Develop a passion for performing and the arts.
- Cultivate self-awareness, perseverance and resilience.
- Build physical skills such as fitness, agility and co-ordination.
- Foster inter-personal values such as commitment to others, empathy, and teamwork.
- Grow as 'triple threat' performers who can dance, sing and act.
- Experience varied performance opportunities including non-competitive and community events.
- Have options to pursue a wide variety of performing arts classes for fun and fitness.
- Have the option to undertake high standard technical training and prepare for a career in performing arts.
- Discover, develop and display their inner shining star!

Cathy-Lea Studios offer:

- **Expert tuition** from qualified teachers and top industry professionals, with Child Safety and SafeDance training.
- **Extensive curriculum** of performing arts classes including many styles of Dance, Instrumental Music, Drama and performance.
- **Exciting performance opportunities** including concerts, cabarets, community events and national and international opportunities.
- **Excellent outcomes** including top marks in examinations, awards, scholarships, eisteddfod placings, fulltime performing arts placements and performance careers.
- **Exceptional learning environment** that recognises the whole child and nurtures individual learners, supporting those with disability and learning differences; providing for those who want recreational, fun classes; offering structured technical training; and extending those with talent and aspiration.
- **Reasonable rates** with significant family discounts and unlimited class passes for dance classes. So the more you do, the less you pay per class.

Music Timetable

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Steve – Guitar and Bass Guitar	**Studio 8** 6:00pm – 9:00pm			**Studio 8** 6:00pm – 9:00pm		**Studio 8** 9:00am – 12:00pm
Oly – Drums	**Studio 7** 4:00pm – 9:00pm					
Lauren – Paino			**Studio 8** 4:00pm – 6:00pm FULL			
Tahlia – Singing						**Studio 8** 1:00pm – 3:00pm

Important Dates

28th June Mid-Year Music Soiree

15th November End of Year Soiree

6th December Presentation Day

2026 Music Enrolment

How to Enrol

Please ensure you have read and agree to our policies and procedures prior to enrolling.

Instrumental Music students enrol via Google form

1. Complete this enrolment form: https://forms.gle/XWu5hUpDQvpKASXCA
   Note : This is not an automated enrolment and is subject to office processing times.
2. Pay $15- annual registration fee to:
   Cathy-Lea Studios, BSB: 033 341 Acct: 882743, Reference: client surname & initial

What happens next?

You will be contacted by a Music teacher to arrange an individual class time.

Class fees are paid directly to your Music teacher.

2026 Music Rates

Tuition is via 30 minute 1:1 private lessons. Find below our Music teachers' rates for 2026;

Instrument	Teacher	Rate
Guitar / Bass Guitar	Steve	$44 per 30mins
Piano	Lauren	$40 per 30mins
Drums	Oly	$35 per 30mins
Singing	Tahlia	$35 per 30mins

Note:

- Class fees are paid directly to your Music teacher.
- Students participate in 2 soirees annually.
- No uniform is required for instrumental music classes.

About our Programs

At Cathy-Lea we offer a **range of training programs** to meet the needs of the whole family. You can select the styles of classes and intensity of training that **suits your age, wants and needs**.

1. **PRE-SCHOOL PERFORMING ARTS**

   Ready Set Move – from walking age - 3 years with a parent or special adult in class

   Ready Set Dance – Combo class including Jazz, Tap and Hip Hop for suitable for 3–5-year-olds (Divided into RSD 1 (3-4 yrs) & RSD 2 (4-5yrs) on Saturdays)

   Ready Set Ballet – Ballet class for 2–5-year-olds

   Acro Tots – Tumbling and Acrobatics for 2–5-year-olds

2. **TECHNICAL DANCE**

   Core technical Dance training in **Ballet, Jazz** and **Tap**. Divided into Beginner (ages 5-7), Junior (ages 7-9), Inter (ages 9+), Teens (ages 11+) and Advanced levels.

   Optional exams in Cecchetti International Ballet and both SFD and ATOD Tap and Jazz.

   Level 1 – prep level at school

   Level 2 - grade 1 level at school

   Level 3 Jazz & Tap, **Grade 1 Ballet** - grade 2 at school

   Students are then placed in levels according to age and skill

   Notes: Level 1 is taught as a combo of Ballet, Jazz and Tap on Tuesday and Thursday, or as separate classes in Ballet, Jazz and Tap on Saturday.

   After level 2 Ballet, students progress to GRADE 1 Ballet

3. **RECREATIONAL CLASSES (Dance and Theatrical)**

   Classes for fun, fitness and friendship – including Contemporary Dance, Hip Hop, Commercial, Acrobatics, Drama and Musical Theatre classes. (ages 5+)

   Open to students of all abilities. Free work, skills and combinations taught each class.

   Beginner – a shorter class for 5-6 year olds

   Junior – junior primary school (ages 5-8)

   Inter – upper primary school (ages 9-12)

   Teens – secondary school (age 13+)

   Adult – adults, all abilities (age 18+)

   Advanced Open – for trained dancers who seek open classes for fun, fitness ad maintaining skills (ages 15+)

4. **ELITE TRAINING PROGRAM**

   Extension training and competition work for talented and dedicated students. Pre-requisites apply. Contact us for more information. office@cathy-lea.com

5. **VOCATIONAL (VET) DANCE**

   Nationally recognised vocational training for ages 15+. VET Dance can be studied as a part of a scored VCE program.

   Certificates offered include Cert II in Dance, Cert III in Dance, Cert III in Assistant Dance Teaching, Cert IV in Dance Teaching and Management.

6. **INSTRUMENTAL MUSIC**

   Our music teachers are all experts in their fields and have extensive experience as both music teachers and performers in a range of styles. Tuition is via 30 minute 1:1 private lessons. Students participate in 2 soirees annually. Our talented music teachers offer private tuition in **singing, piano, keyboard, drums, guitar** and **bass**.

Child Safety Statement

Cathy-Lea Studios are committed to Child Safety.

- *We strive to ensure children feel safe and happy at our studios.*
- *We are committed to facilitating participation and empowerment of all children.*
- *We strive to develop students' engagement in performing arts classes, and develop confident self-expression.*
- *We recognise the importance of friendships and peer support, and encourage respectful relationships among staff and students.*
- *We facilitate inclusion and do not tolerate any form of discrimination.*
- *We respect the diverse and unique identities of all children and strive to support all students' needs.*
- *We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.*
- *Our organisation is committed to preventing child abuse; identifying risks in both physical and online environments, and working to remove or minimise these risks.*
- *We welcome communication and interaction with families regarding students' wellbeing.*
- *We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently, including reporting concerns to police or child welfare as required by mandatory reporting laws.*
- *Our organisation has robust selection and recruitment practices for all staff and volunteers.*
- *We train staff to identify and minimise potential child safety risks, and to support culturally safe environments.*
- *Staff work in accordance with the Cathy-Lea Studios Code of Conduct, and our Child Safety and Wellbeing Policy to ensure they support these Child Safety commitments.*

Code of Conduct

- Cathy-Lea Studios is committed to providing a safe, respectful, and inclusive environment for all students and families.
- Kindness, positivity, respectfulness, and cooperation are expected in the studios, at events, online, and in all communications.
- We value tolerance, fairness, diversity, inclusion, teamwork, and good sportsmanship. Language and behaviour must reflect these values at all times.
- Bullying, harassment, intimidation, or inappropriate language, whether in person, online, or in other contexts will not be tolerated.
- Behaviour that is rude, aggressive, or disrespectful towards students, staff, or other families, will lead to individuals' removal from the studio.
- Our Zero Tolerance Policy is displayed throughout the premises and applies to all contexts, including in our studios, at events, online and in other forms of communication.

Parents should also read our Studio Policies and Procedures.
Staff adhere to a Professional Code of Conduct detailed in our Child Safety and Wellbeing Policy

How We Implement the Child Safe Standards

Standard 1: *Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued*

1.1 Children at Cathy-Lea Studios are encouraged to express their culture, and their cultural rights are encouraged and actively supported in interactions with teachers, other students and the wider studio community both during performing arts classes and at wider studio events.

1.2 An appreciation of Aboriginal culture and its importance to the wellbeing and safety of Aboriginal children and young people underpins teaching practice and studio activities. A welcome to country is presented at major studio events.

1.3 The Director, teachers and administrative staff of Cathy-Lea Studios do not tolerate racism. Staff and community members are urged to report any racist behaviour to the Director who will respond with appropriate consequences proportionate to the incident.

1.4 Cathy-Lea Studios actively supports and facilitates participation and inclusion of Aboriginal children, young people and their families.

1.5 The studio's policies, procedures, systems and processes together support a culturally safe and inclusive environment and meet the needs of Aboriginal children, young people and their families

Standard 2: *Child safety and wellbeing is embedded in organisational leadership, governance and culture*

2.1 Cathy-Lea Studios make a public commitment to Child Safety. This statement is published on our website and emailed to parents annually. We talk about Child Safety often and it underpins all practices and procedures in the studio and at events.

2.2 A Child Safe culture is championed and modelled at all levels of the organisation from the top down and bottom up. Teachers model inclusive behaviour and practices and children are taught to respect one another regardless of ability, disability, gender, cultural or religious background.

2.3 A staff Code of Conduct in both the staff handbook and our Child Safety and Wellbeing Policy, provides guidelines for staff on expected behavioural standards and responsibilities. A Studio Code of Conduct and Zero Tolerance Policy are issued to parents on enrolment, at the commencement of each year and published on our website. The Zero Tolerance Policy is also displayed around studios.

2.5 Risk management strategies focus on preventing, identifying and mitigating risks to children and young people. This is regularly discussed at staff meetings and documented in our Child Safety and Wellbeing Policy and communicated in a simple, child-friendly manner in our Zero Tolerance Policy.

2.6 Staff and volunteers understand their obligations on information sharing and record keeping. This is published in the staff handbook and reviewed annually at staff meetings

Standard 3: *Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously*

3.1 Children and young people are informed about their rights, with regards to safety, their right to a voice, and right to access and participation. Staff speak with children about this and it is displayed on posters around the studios. Staff facilitate child-friendly ways for children and young people to express their views, participate in decision-making and raise their concerns.

3.2 The importance of friendships is recognised and support from peers is encouraged, to help children and young people feel safe and be less isolated. New and vulnerable students are given 'buddies' and students are placed in classes with friends where possible.

3.3 Cathy-Lea Studios Child Safety and Wellbeing Policy outlines how we develop a culture that facilitates participation and is responsive to the input of children and young people.

3.4 Cathy-Lea Studios provide opportunities for children and young people to participate in dance, music and drama classes. Teachers are responsive to children's contributions to classes, thereby strengthening their confidence and engagement.

Standard 4: *Families and communities are informed and involved in promoting child safety and wellbeing*

4.1 Families are engaged in decisions affecting their child when appropriate. The studio asks parents to share information on students' physical, medical, learning, and emotional needs and preferences, so we can support students in our classes and at our events. We welcome ongoing communication with parents regarding their children's wellbeing.

4.2 Office staff respond to parents enquires, questions and concerns via email, phone and on a face-to-face basis. We communicate our Child Safe approach via email and information is accessible via our website and on posters around the studios. Occasional customer surveys allow families to contribute to the development and review of the organisation's policies and practices.

4.3 Parents are welcome to enter Cathy-Lea Studios, interact with reception staff, and watch classes through windows, as long as they do not disrupt teaching and learning.

4.4 Families, carers and the community are informed about the studio's activities and operations via weekly newsletters distributed via email to the registered email address. Information around major events is posted on google drives and parents are given links to access this when it suits them. Further to this, parents can seek information from reception staff at any time, and students are offered pre-event briefings by teachers.

Standard 5: *Equity is upheld and diverse needs respected in policy and practice*

5.1 Cathy-Lea staff appreciate children and young people have diverse circumstances, and we strive to respond to those who are vulnerable, and provide support in our teaching and wider studio activities.

5.2 Children and young people have access to information, support and complaints processes in ways that are culturally safe, accessible and easy to understand. Posters at the studios give clear simple directions on how to respond if students feel unhappy or unsafe at the studio. Teachers speak with students about this, so they are aware of their ability to speak up at any time.

5.3 Cathy-Lea Studios strive to develop safe, inclusive learning spaces, and are attentive to the needs of children and young people with disability, children and young people from culturally and linguistically diverse backgrounds, those who are unable to live at home, and lesbian, gay, bisexual, transgender and intersex children and young people.

5.4 Cathy-Lea Studios pays attention to the needs of Aboriginal children and young people and provides a culturally safe environment for them by using inclusive language, and practices in our activities.

Standard 6: *People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice*

6.1 Recruitment, including advertising, referee checks and staff screening emphasise Child Safety and Wellbeing.

6.2 Staff and volunteers have current Working with Children Checks or equivalent background checks (eg VIT). These are checked for currency and validity. Staff must provide evidence of having linked their WWCC with our organisation.

6.3 All staff receive an appropriate induction and are aware of their responsibilities to children and young people, including record keeping, information sharing and reporting obligations. They complete an online training module, are issued with our Child Safe and Wellbeing Policy, receive a staff handbook, and attend staff meetings which include training in Child Safety.

6.4 Staff management is informed by Child Safety and Wellbeing. The Director frequently discusses student wellbeing with staff in person, at meetings and via email and works with staff to develop and implement best practice in this regard.

Standard 7: *Processes for complaints and concerns are child-focused*

7.1 The organisation has a simple accessible, child-focused complaints handling procedure which outlines the roles and responsibilities of leadership, and staff, approaches to dealing with different types of complaints, breaches of relevant policies, or the Code of Conduct, and obligations to act and report, described in our Child Safety and Wellbeing Policy.

7.2 Effective complaint handling processes are understood by children and young people, families, staff and volunteers, and are culturally safe. This is communicated in our Zero Tolerance Policy and posters at the studio, verbally to students, in our information pack, on our website and in emails to the community.

7.3 Complaints regarding children's safety and wellbeing are taken seriously, responded to promptly and followed up thoroughly. Concerns of a serious nature will be referred to appropriate Child Protection agencies or law enforcement.

7.4 Cathy-Lea Studios has policies and procedures in place that address reporting of complaints and concerns to relevant authorities, whether or not the law requires reporting, and we co-operate with law enforcement.

7.5 Reporting, privacy and employment law obligations are met.

Standard 8: *Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training*

8.1 Staff are trained and supported to effectively implement the organisation's Child Safety and Wellbeing Policy.

8.2 Staff receive training and information to recognise indicators of child harm including harm caused by other children and young people. Our Child Safety and Wellbeing Policy includes information on the signs of harm and how to respond to this.

8.3 Staff receive training and information to respond effectively to issues of Child Safety and Wellbeing and support colleagues who disclose harm. Staff are required to complete an online training unit in mandatory reporting of child abuse.

8.4 Staff receive training and information on how to build culturally safe environments for children and young people. This occurs through staff training at regular staff meetings and through external PDs.

Standard 9: *Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed*

9.1 Staff identify and mitigate risks in the online and physical environments without compromising a child's right to privacy, access to information, social connections and learning opportunities. Students are not permitted to contact teachers directly via social media or messaging platforms. Teachers are not permitted to be 'friends' with students on social media.

9.2 The online environment is used in accordance with Cathy-Lea Code of Conduct and Child Safety and Wellbeing Policy and practices. This includes the use of 'Band' where class learning materials are shared.

9.3 The Cathy-Lea Child Safety and Wellbeing Policy considers potential risks to Child Safety at our studios and at events we attend, and describes measures we take to minimise risks. We speak with parents and students about this at major events.

9.4 Organisations that Cathy-Lea Studios interact with (such as ATOD, SFD and Cecchetti Ballet Australia), and events we attend (such as dance competitions), and venues we use (such as the Drum Theatre, Dandenong), have policies and practices that ensure the safety of children and young people.

Standard 10: *Implementation of the Child Safe Standards is regularly reviewed and improved*

10.1 Cathy-Lea Studios regularly reviews, evaluates and improves it Child Safe practices and procedures.

10.2 Complaints, concerns and safety incidents are analysed to identify causes and systemic failures to inform continuous improvement.

10.3 Updates from reviews are reported to staff and families, and children and young people as appropriate.

Standard 11: *Policies and procedures document how the organisation is safe for children and young people*

11.1 The Cathy-Lea Child Safety and Wellbeing Policy, and Child Safety Statements, address all Child Safe Standards.

11.2 Studio Policies and Procedures also support the Child Safety Standards. These are documented in the Cathy-Lea Info Pack, and clients agree to them on enrolment.

11.3 Best practice models, and stakeholder consultation informs the development of policies and procedures.

11.4 Cathy-Lea staff and volunteers champion and model compliance with policies and procedures.

11.5 Staff are regularly trained in Child Safety, so they understand and know how to implement policies and procedures.

For a copy of the full *Cathy-Lea Studios Child Safety and Wellbeing Policy* contact office@cathy-lea.com.

Zero Tolerance Policy

Cathy-Lea Studios is committed to supporting Child Safety and Wellbeing.

We also support the wellbeing of our staff and wider community, and strive to nurture a caring studio environment that is respectful of all members and accepting of diversity.

We will not tolerate behaviour that may negatively affect the learning, wellbeing or happiness of others.

Examples of poor behaviour include :

- Offensive or discriminatory words or actions of any kind
- Nastiness or disrespect to staff, students or other community members
- Derogatory or defamatory comments in online contexts relating to Cathy-Lea students, staff or other community members
- Failure to comply with studio policies and procedures including our Code of Conduct

Parents :
If you believe any parents or students are behaving in a manner that may affect wellbeing of others in the school, please let a staff member know immediately either in person, via email at office@cathy-lea.com or via phone to 9704-7324.

Students:
If you feel unhappy or uncomfortable at any time about something that someone says or does, please tell your teacher, office staff or Cathy.

Cathy-Lea Child Safety officers:
If you have any concerns about the safety or wellbeing of students, you can also contact our studio Child Safety officers: Cathy cathy-lea@cathy-lea.com or Kathryn office@cathy-lea.com or 9704-7324
If you believe a child is at immediate risk of abuse phone 000.

Poorly behaved students or parents will be asked to leave this studio immediately.