

DANCE TIME POLICIES & PROCEDURES - READ THIS!

Tuition & Registration

One-time (per school year) registration fee of **\$20.00 per child**,

One time (per school year) recital facilities fee of **\$30 per family**

AND a one time (per school year) recital recording fee of **\$30 per family**, (which includes a download of the Spring Recital) should be included with the 1st month's tuition along with registrations forms.

Class Tuition:

ALL 45+ min classes \$50.00 child per month.

Please see Ballet tuition page for more info!

(***A \$5.00 monthly discount is given for each additional child enrolled from same family.)

Monthly fees remain the same regardless of the number of lessons taught within a month due to holidays or regardless of child's absences.

TUITION IS DUE THE 1ST OF EACH MONTH.

Last day for tuition is the 10th of each month, after which a \$10.00 late fee will be applied. NO EXCEPTIONS!

Cash, Apple Pay & Venmo are preferred forms of payment. Checks are also acceptable. There are **2 drop boxes** for your convenience! Please include child's name!

Please write checks to: Becky Jones

****Returned checks will be charged \$25.00 to cover INSF bank expenses.**

Class Procedures:

Before class: dancers are not to arrive any earlier than 15 minutes prior to class and must be supervised by an adult until class time. Please have dancer ready and dressed in the proper attire and shoes.

Proper technical warm-ups are done at the beginning of class and are vital to preventing injuries.

After class: please instruct your child to wait **inside** the studio for their rides. **Students will not be allowed to wait outside for rides.**

Attire

Ballet: for any dancers taking ballet or a ballet combo class, it is necessary that you wear a leotard, tights and ballet shoes. Please put shoulder length or longer hair in a bun! Thanks!

Hip Hop: all dancers **must** have jazz shoes.

Tap/Clogging: all dancers **must** have appropriate tap dance or clogging shoes.

** For all dancers it is recommended that they wear comfortable clothes or dance wear that will allow them to move freely.

Class Size:

Class size will be limited to 10-12 students.

Watching

Feel free to stay and watch your child practice. If you choose to drop your child off with the instructor, you must wait until session has started before leaving and then return at least **10 minutes** prior to end of class to pick child up.

Absences:

Missed classes are not refundable. Tuition is still due to hold the spot for your child. There are no refunds if you drop a class(es) in the middle of the month, choose other activities over dance class, or simply skip class. If your child has a contagious illness or is injured please keep them out of class until they are recovered and can participate fully without risk of relapse or re-injury.

Class Cancellation/Changes:

DANCE TIME! reserves the right to combine classes, change times, provide substitute teachers or replacement teachers, and cancel or combine any class with 4 or less students.

WEATHER cancellations will not always affect the dance day, but if **school is cancelled, there is no dance!** **IF more than 2 days of class is cancelled**, tuition will be adjusted in early Spring.

Dropping/Adding Class

DANCE TIME! Has an open enrollment policy throughout the school year, space permitting.

** **NO** new students will be accepted after Nov 1st for recital preparation purposes.

Recitals & Performances

There will be **1 recital** each year, to be held in mid May. There will be **extra expenses** for recital outfits and props.

Questions? bjdancetime@gmail.com

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