



STUDIO POLICY 2019-2020

Learn. Dance. Grow.

Dress Code Regulations/Class Etiquette

- Proper attire includes: proper shoes, leotard and tights. Sandals, sneakers, jeans, shorts, or skirts (other than ballet) will NOT BE PERMITTED in the class at any time.
- There will be NO GUM chewing, eating or drinking, except for water in the dance room, and no street shoes will be allowed in the dance rooms.
- No jewelry is to be worn, as we will not be responsible for damage or loss. Unless a student has short hair that cannot be pulled back, ALL STUDENTS MUST WEAR THEIR HAIR PROPERLY PINNED UP. Hair that is long and hanging is distracting and uncomfortable, nonetheless, dangerous to the dancer.
- Students will not be allowed to use **cell phones** during class.
- Respect for teachers and classmates is expected at all times. We enforce a zero tolerance policy.

Class Placement

- The teaching staff of Expressions of Dance by Lisa will place a student where they feel the dancer is best suited. Dancing ability, age, and the amount of years dancing have NOTHING TO DO WITH ONE ANOTHER.
- We will not place friends of a student in the same class as a convenience unless the students are on the same level.

Class Observation

- Parents' observation days will be in November and March (specific dates will be posted in the monthly newsletters).
- Observing the class at any other time is not allowed.

Registration Fee

- A \$25.00 **non-refundable fee** is required with the registration form to reserve class space. A registration is not considered complete and class space is not reserved until this fee is paid.

Tuition

- Tuition is based on a yearly fee. Monthly tuition is divided by 10 payments; September-June, even though the recital is in the beginning part of June (family discounts offered for additional students). **You may choose to pay yearly or 10 monthly payments from September-June.**
- You will receive a 10% discount, if full year tuition is paid by September 30th.
- No refunds are issued on missed classes. Tuition is due the first day of each month. Any payments made after the 10th will be charged a \$15.00 late fee per month.
- Students whose accounts are not kept current will not be allowed to participate in class.
- **Cancellation of lessons must be made in writing to avoid continuation of tuition and other charges.**

Costumes

- Costumes generally cost \$50 to \$75 each. Some costumes for older students may cost slightly more.
- A \$50 deposit for each costume is due by November 1st, balances are due by February 1st.
- If costumes can be returned for an exchange of size, time permitting, and if a costume is available, a \$15.00 service charge will be required with each return.
- Costumes will not be released if there is any outstanding payment balance.
- Costumes cannot be cancelled and therefore they are not refundable.
- Alterations may be necessary for a proper fit to your child's costume. You may make an appointment with the studio seamstress, for an affordable, extra fee.

Attendance

- Good attendance is imperative, as absences and tardiness can hold back an entire class, and the studio cannot jeopardize its responsibilities to the rest of the class for one student. Each student must attend 90% of his or her scheduled classes in order to perform at recital. Please make every effort to have your child at every class. Absences must be reported to the office on the day the child cannot attend.

Recital and Rehearsal

- A recital fee of \$65 per student (family discounts for additional students) will be collected by October 1st; this fee is non refundable.
- A **mandatory** full dress rehearsal will be before recital.
- All students must be present 30 minutes before their scheduled rehearsal time in order to perform in recital.
- Our recitals will be the first or second weekend in June at Spencerport High School. Each student will be given 10 tickets per show. Dates will be available in January for both rehearsal and recital.
- Additional tickets may be purchased for \$4.00 each. Students **MUST** stay for the recital finale in order to receive a trophy.
- Any **conflicts** with Recital or Rehearsal dates must be made in writing by **December 1st 2019**.

Video Taping During Recital

- Video taping during our year-end recital is not allowed.
- The recital will be taped by a professional videographer and will be available at a reasonable price.
- Still pictures are allowed; however no "flash" pictures are allowed during the performance.
- Video taping at our **dress rehearsal** is allowed.

Teacher Conferences

- As it is the teachers prime concern to teach, we request that any questions or problems that may arise be handled by an appointment, rather than disturbing class time.
- The directors and staff will be happy to discuss any questions you may have.
- Our Office Manager will be glad to set up a phone or personal meeting for you.

School Calendar

- Expressions of Dance by Lisa will be closed the following dates. These dates have been considered into the tuition.

Columbus Day	October 14
Halloween	October 31
Veteran's Day	November 11
Thanksgiving	November 27-30
Holiday Recess	December 23- January 4 (classes resume Monday, January 6)
Martin Luther King Jr. Day	January 20
Winter Recess	February 17-22
Spring Recess	April 6-11
Memorial Day Weekend	May 22-25

Snow or Bad Weather

- In the event of inclement weather, please check our website, www.expressionsofdancebylisa.com, check our facebook page (Expressions of Dance by Lisa), or watch the local news to check if there will be classes held or not.
- In the event Spencerport School District closes, or we must close due to snow or extreme emergency, no refunds will be made. Three (3) snow days for each class have also been considered in monthly tuition charges.

Miscellaneous

- Good conduct is expected from all our students and parents; in the dance room as well as in the waiting room and at rehearsals and recitals. Students and parents who are continuously disruptive will be asked to leave. As this is a professional business, parents are responsible for the care and control of siblings in the waiting rooms.
- Please check your students dance bag each week. Information is frequently given to the students for their parents. This information is important and often students forget to give them to you.
- Students must have written consent signed by a parent/guardian and on file at the studio to leave the building and walk to the Town of Spencerport or to go anywhere other than the perimeter of the studio.
- Please be aware that the parking lot is **ONE WAY. You may enter from Martha Street and exit at Clark Street.**
- We are putting forth an effort to promote a professional atmosphere. Please help to adhere to the above information.

Please sign the form below and return it to the studio by September 30th, 2019

Expressions of Dance by Lisa has my permission to use pictures of my child(ren) for advertising purposes.
I have read and understand this 2 page Studio Dance Policy for the 2019-2020 season.

(Print Parent/Guardian Name)

(Signature of Parent/Guardian)

(Child's Name)

(Date)