

DANCEMAKERS POLICIES

- ✓ **Dancemakers Mission**
 - To be a place to grow. To grow Spiritually, Morally, Technically and Artistically.
 - Our goal is our motto: “Come Join Our Family” serves as a reminder of our commitment to nurture each and every person that God brings into this place.
- ✓ **School Overview**
 - Dancemakers’ goal is to make it possible for EVERYONE to be capable of experiencing the joys of personal accomplishment and the thrill of performing, in some capacity. To meet that goal we have created two different training tracks that will create multiple performing opportunities for all of our students.
- ✓ **Programs**
 - **Early Childhood Development**
 - Early physical development is enhanced as each child is allowed to explore and develop fine and gross motor coordination skills. This program enhances not only physical development but also language skills, social activities and cognitive learning through music and dance.
 - **Recreational Program**
 - This program is for 1st grade and up. This program is perfect for the student who is just beginning to explore the dance world, and is interested in socialization, exercise and fun.
 - **Conservatory Program**
 - This program is designed for those students who desire to take their arts training to the highest possible level. Whether choosing to be an advanced level performer, a competitive dancer or one who aspires to pursue a professional career this program will give them the technical and artistic training that they will need to achieve all of their artistic goals. This program has specific class requirements for each level.
- ✓ **Registration Fees**
 - There is a one-time non-refundable \$30.00 dollar registration fee for each student due at the time of registration.
 - Classes begin August 4th, 2010
- ✓ **Tuition Fees Per Month**
 - 1 Class - \$45.00
 - 2 Classes - \$85.00
 - 3 Classes - \$115.00
 - 4 Classes - \$145.00
 - 5 Classes - \$165.00
 - 6 Classes - \$185.00
 - 7 Classes - \$205.00
 - 8 Classes - \$215.00
- ✓ **Tuition Payment**
 - **Automatic Payment**
 - This year, tuition will be automatically deducted from your credit or debit account on the 1st of every month until June 1st, 2011. If your automatic payment is unable to be processed by the 5th of each month, there will be a \$15.00 late fee. If you have any questions regarding our new payment method, please refer to the letter titled “Switch to AutoPay” included in your registration packet or feel free to contact one of the office staff. We do not send statements unless tuition is past due and there are no refunds or credit transfers after tuition has been paid unless it has been authorized by the owners.

- **Pay by Semester**
 - This option is only available to those who do not possess a debit or credit account and we will require that tuition is paid in advance by semester. Our semesters are from August to December and January to June.
- ✓ **Withdrawals**
 - Should it become necessary to discontinue class for any reason, a withdrawal form must be signed and submitted within 30 days of the corresponding month that the student will no longer be taking classes. Otherwise, tuition charges will continue to incur, regardless of attendance. In addition, if tuition is not paid in full at the time of withdrawing the student, your account will be sent to collections after 60 days at your expense. Once costumes are ordered, they cannot be cancelled.
- ✓ **Student Drop Off and Pick Up**
 - Children that are 5 years and under need to be escorted by a parent and/or guardian. All parents are responsible for making sure that their child safely enters our school, regardless of their age. Children are not allowed to be dropped off at the curb side with the assumption that Dancemakers' staff is present. Parents should arrive ten minutes before classes start and end.
- ✓ **Attendance and Make Up Classes**
 - Attending class on a regular basis is as important as any learning experience. The consistency and repetition of training is necessary for proper technique to be learned. If a child misses a class and monthly tuition has been paid, the student is entitled to one make up class for each class missed. A make up class is any other class that we offer for their age and dance level. Making the class up is your responsibility. If you do not call and notify the office staff that your child is missing class, your child will not be eligible for a makeup class. Please schedule your makeup class with the office. You may not "drop in" for a make up class.
- ✓ **Private Lessons**
 - Private lessons are available in 30 to 60 minute time slots. All private or semi-private lessons must be booked through the office. Payments should be made payable to Dancemakers.
- ✓ **Age Requirements**
 - This year we will be introducing a Mommy and Me class which will lower our age requirement to two years.
- ✓ **Recital Fees**
 - A \$100 dollar recital fee per family will be added to the January tuition. This fee may be credited back to each family if they choose to participate in our annual fundraiser. The recital fee includes a free t-shirt and two tickets to the show. The recital fee covers the expense of the auditorium rental and production expenses associated with producing a show.
- ✓ **Costume Fees**
 - Parents are required to pay for their child's costumes and costuming needs for the performance with the understanding that it will become their property upon completion of payment.
 - Costume fees are due by the last class of the fall semester in December.
- ✓ **Recital**
 - All of our students will have the opportunity to perform on stage in our annual dance recital held in June. Information packets will be available in October that will include costume prices, show dates, class picture information, and other important details to prepare you for the show.
- ✓ **Fundraisers**

- The studio will participate in one fundraiser in November 2010 to help parents with the expense of the recital fee. Our fundraiser, “Cash for Christmas” will start November 1st and continue through December 11th, 2010. “Cash for Christmas” is a cash drawing. The winner will be awarded \$1,000 dollars and will be announced at our Christmas party on December 18th.
- ✓ **Dress Code**
 - Please make sure your dancer is wearing the proper dance attire for each of their classes. It is important that the dress code is followed and enforced. This will enable your dancer to execute and correctly learn technique while ensuring their safety.
 - **Early Childhood Development Program**
 - Black leotard, pink tights, pink ballet shoes, jazz and tap shoes for appropriate classes, hair in a bun. No skirts, shirts, shorts or sweats will be permitted in class.
 - **Ballet**
 - Black leotard, pink tights, pink ballet shoes or pointe shoes. Skirts only may be worn with teacher’s permission. Hair in a bun. No shirts, shorts or sweats will be permitted in class.
 - **Jazz, Tap and Hip Hop**
 - Black leotard, with booty shorts or Jazz pants. Correct shoes must be worn for each discipline. Hair must be up in a bun. No shirts, skirts or sweats will be permitted in class.
 - **Acrobatics**
 - Any color leotard with booty shorts. Hair must be secured off the neck and away from the face.
 - **Fitness Classes**
 - Any type of exercise clothing is permitted. Please wear the correct kind of shoes for each type of class.
- ✓ **Discipline Procedures**
 - **Dress Code Infractions**
 - 1st Offense: Verbal warning from the teacher.
 - 2nd Offense: Student will be asked to sit and observe class.
 - 3rd Offense: Parents will be notified to assist with the problem.
 - **Tardiness**
 - 1st Offense: Verbal warning from the teacher.
 - 2nd Offense: Student will be asked to sit and observe class.
 - 3rd Offense: Parents will be notified to assist with the problem.
 - **Misbehavior**
 - Includes physical aggressiveness, bad language, disrespect toward the teacher or fellow dancers. The studio will mail a notice to the parents to assist with the problem. If behavior continues, a parent/teacher conference will be required. If the problem persists, the student will be asked not to return to classes for the remainder of the year.