

## Rosecrest Learning Academy Dance Class Policies and Procedures 2017-2018

**Registration:** A non-refundable fee of \$135 per student for first class and an addition \$75 for each additional class is due yearly at the time of registration. This fee includes recital fee for Christmas and June Recitals. This fee also includes costume used for recital.

**Payment of fees:** Tuition is calculated on an annual basis. For your convenience, Tuition is divided into monthly payments. Tuition is the same each month regardless of holidays or school closures. All processed tuition and fees are non-refundable. Full tuition is due during recital months, December and June.

**Withdrawal and Refunds:** One month notice from the first of the month is required to discontinue enrollment. Withdrawal must be done in writing and will not be accepted over the phone or with the instructor. No withdrawals are accepted after April 1st. To withdraw from classes a parent must inform the school administration in writing, via email is acceptable. All processed tuition and fees are non-refundable.

**School Closures and Holidays:** Dance Classes follow the school calendar. All closures are already calculated into the annual tuition fees.

**Make-up Classes:** Student may attend another class to make-up a missed class. To be eligible for a make-up class, a parent must call the school before noon on the day of the absence. Make-up classes must be completed within 30 days of the confirmed absence.

**Dress Code:** Required dance wear and shoes must be worn to all classes. Students are not allowed to wear jeans, pajamas or street shoes to class. For safety reasons, students are not allowed to wear jewelry or chew gum in class. Long hair must be tied back.

**Ballet/Jazz/Tumbling:** Leotard, pink tights, pink ballet shoes. Hair pulled back. Boys: white t-shirt, black pants, black ballet shoes

**Creative Movement/Tumbling:** Leotard, pink tights, pink ballet shoes. Hair pulled back. Boys: white t-shirt, black pants, black ballet shoes

**Hip Hop/Jazz:** Yoga or sweat pants or shorts, t-shirt, clean tennis shoes. No jeans. No bare feet. Hair pulled back.

### Dance Class Etiquette:

**Dress Appropriately.** Please come prepared to dance! Proper attire helps the dancer move and the teacher is able to provide corrections.

**Attend Regularly.** If you have to miss please let the teacher or school know in advance.

**Arrive on time.** For your dancer's safety please do not miss the first 15 minutes of class. Dancers warm-up during this time. A good warm-up prevents injuries. If you are late please stand at the door and apologize to the teacher and ask to participate.

Please **ask permission** to leave class for any reason.

Parents are welcome to watch outside of the classroom. If you need to speak with your dancer please wait for a break.

**Please keep interruptions to a minimum.**

**Do your best! Take corrections.** Teachers love students who try hard and remember the things they need to work on.

**Parent's Responsibility:** It is the responsibility of the parent to be aware of school activities, recital dates, closures, and rehearsals. All notices are sent via email, posted on the school blog and handouts from school.

**Care of Students:** The school is not responsible for providing care for students before or after class. Students are not to be left in excess of ten minutes before or after class. Students will be assessed a \$10 late pick up fee for students left more than 10 minutes. Students are responsible for their own transportation to and from the school.

**Injuries:** Minor students, parents, legal guardians (both temporary and permanent), and adult students release and forever discharge Joseph and Alice White, their immediate family members, Wasatch Arts Center, LLC, and all other firms, corporations, and other entities or persons legally associated with Joseph and Alice White and Wasatch Arts Center, LLC, who are or may be legally liable or responsible for any injuries or damages sustained by a minor student or adult student or their parents or legal guardians while on Wasatch Arts Center, LLC property, from all claims, demands, damages, costs, fees, expenses, actions, causes of action or suits of any kind arising from, on account of, or in any way related to injuries or damages of whatever nature, known or unknown, now existing or to arise in the future, and the consequences of those injuries or damages.

**Photo Release:** The school is hereby granted permission to take photographs and video of the students for use in brochures, websites, posters, advertisements, and other promotional materials the school creates. Permission is hereby granted for the school to copyright such photographs and video in its name.

**I have read and understand the above policies and agree to abide by them.**

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Date

Signature of Parent or Adult Student

Student Name (please print)