



Rules and Policies

2024-2025 Dance/Glee Season

Here is a list of current rules and policies for all students at The Studio. This list is subject to change or be updated if needed at any time.

Class Rules:

All dancers must wear proper dance attire. If a dancer shows for class in attire that does not allow for her/him to move properly, they will have to observe that night (example...jeans). Every dancer should come to class each week with their dance shoes, hair pulled out of face, and no jewelry that can get caught causing injury. It is also recommended to have a water bottle for breaks. All students must have required shoes within one month of starting class.

Students may not have gum, snacks or drinks (besides water) in the dance room. You can have these in the waiting room but please be sure that all trash ends up in the trash cans...our front desk team is not your maid! Thank you!

We will offer periodic parent's watch nights (tentatively scheduled for the last week in October, December, March/april). Please, for the learning of the student as well as the comfort of the instructor, do not "coach" from the sidelines. Please try to hold conversations to a minimum and keep small children sitting on laps or in the lobby during these nights. Industry wide, studios have closed their lobbys since covid for a variety of reasons and we will follow the industry direction here. You are welcome to come in and handle business or ask questions at the front desk, take some first night dance pics or wait inside in extreme weather for pick up, but our lobby is for our students during breaks, not for parents or siblings to wait. It minimizes distractions, helps with littles with separation and has massively helped with spills/damage in our lobby.

Our instructors are aware that working with children requires patience but please understand that if a child becomes distracting and isn't following directions or attempts to redirect behavior, they may be asked to sit out of class. We want to respect the learning of all students in the classroom and we firmly believe attention should go towards those who are following directions and working hard! If problems persist week after week we will contact the parent for either a different plan of action or to pull from class at that time.

All classes must have a minimum of 6 students to be active and most all dance classes will be capped around 12-16 students (we may enroll Glee, Musical Theater, and ballroom at 24 (no cap for adult). We will go up to around 16 in some high demand classes knowing that some students will drop or move up or down which typically puts us close to that goal of 12-14. If you enroll for a class that does not make the minimum, we will postpone until we reach 6 or cancel and refund any fees paid. If the class is full, we will create a waiting list. Due to the benefit of our smaller class sizes and that we have had students drop too late in the year to replace with another student on the wait list, there is a contract to sign regarding tuition. Once a student is enrolled and active past November 1, it is assumed they will be staying through the mandatory recital and tuition will be owed through the rest of the year (at monthly due time). If you have a child that decides in February to drop class, it is too late to start teaching/order costumes to replace that student and that class being full meant your student took a spot for the remainder of the year. So if you drop in February, you are responsible for any remaining costume costs and tuition for March-May. This gives everyone September and October to determine whether they will be staying in class. If you enroll between November and December, you have a two week trial to determine whether you would like to complete the year and be responsible for tuition for the remainder of the season. This is not meant to be a "punishment" but to allow us to keep our classes smaller and for your kids to get the attention they deserve. Students have been historically turned away and then we had specifically a bunch of boys who dropped for baseball season which disrupted their recital choreography, took spots in classes that others wanted and cost the studio money in tuition. Other studios remedy this by not capping classes and having 30-40 kids in the class...this doesn't align with our philosophies but we have to protect the learning experience and the studio itself. Thank you for understanding.

Classes are split by a color distinction and these indicate a combination of age, experience, ability and focus. Any approvals to go outside of the indicated color class your dancer is assigned to have to be approved by Ms. Kim. Please trust the judgment of the staff in placing your child in the best learning environment for them. Age is NOT the only factor considered when placing children in their classes...we will not hold a child back based solely on age but we will make the choices for the best overall learning environment. Some years they are the older and more skilled and this is where they build leadership and confidence...some years they are the youngest and least experienced and these can be hard stressful years but ones of great skill growth. Both are important in the development of a dancer.

Other policies:

The staff at the studio works hard to keep our parents informed at all times. You can expect each month to get emailed a monthly newsletter that will always have important dates and information.. Please ensure that you (parent/guardian) checking email for important announcements. We also encourage all parents to find and like our facebook page...this is a fantastic way to stay in touch with the staff and get reminders. We also post a lot of photos from classes, events, recital, etc. on facebook! **With so many students, there is no way to reach out to parents individually for reminders...please ensure you are utilizing these resources to stay informed.** The physical calendar in the lobby will always be up to date with break info, etc.

We will have a year-end recital. All students are REQUIRED to participate in recital as our spring lessons revolve around this preparation. This is our time to showcase you or your child's learning from the year to your friends and family. This year's recital is **tentatively** scheduled for _____ but will get more details as soon as we can make more specific plans with the theater. Please be aware that all dancers will have a costume(s) for recital. If you/your student are enrolled in multiple classes, they will have multiple costumes. We will make every effort to be as cost effective as possible without sacrificing the quality of the show. Every family will have a NON-REFUNDABLE Costume deposit fee due November 1st and the balance of recital costumes must be paid by January 15th (Costume deposits...if you are enrolled in 1-2 classes, it is \$50, 3-4 class is \$100) If your costumes are less than this deposit, you will be refunded the difference.

All payments for classes are due the first week of the month. There will be a \$10 late fee for any payments after the 15th of the month. Also be aware that any checks that are returned for insufficient funds will have to pay the insufficient funds amount as well as pay by a different method going forward. Thank you for being prompt with your payments! You can set up autopay or pay online through your parent portal.

We understand that there are many split/divorced families. Tuition is due by the 15th from both parties if splitting payment and we need families to work together to take care of balances, deliver and communicate messages, etc. We only have the emails/info provided on enrollment paperwork so please include anyone who would need the information. The studio will not get in the middle of split families or be the middleman for communication so please work together for your student.

Missed classes: There will be no changes in tuition if either the student misses a class or if the month does not have a full four classes. We will make all attempts to make sure every student gets 4 classes a month but there will be times because of holidays or snow that it may not happen. Also note that some months have five weeks and we wouldn't charge extra for those months that do. There are also no make-up classes (exception is privates worked out in advance with instructor) as every room at the studio is filled with active classes each week from 4:30-9:30 pm. If any night gets canceled for weather or by the studio more than twice during the season, we will have a make up convention day in the Spring on a weekend.

Attendance: Attendance is critical to the success of the student and the class. Any student that misses 3+ weeks in a row (unless medical/approved through Ms. Kim) will be removed from class with no refunds to costumes, tuition, enrollment fees, etc. With our policy of capping classes, there are other students who want that spot and if a student is not able to regularly come to class we want to allow another student that opportunity. If you have a student involved in an activity (school musical) etc that causes them to miss for a period, no worries...just communicate with Ms. Kim or the teacher so we are aware they haven't just dropped. Communication is always the key!

Weather Policy: We typically will follow the weather policy of the Liberty School District. If classes are canceled or dismissed early, we will typically not have dance classes. Exception would be if they are canceled for "cold" and kids standing at the bus stop...this doesn't prevent us from having classes. You should also be able to find updates on our Facebook page anytime there are weather concerns. If we do choose to have class, we ask that you always make the decision that is best for your family. We may decide to have class but where you live is not ideal for traveling...make the choice that is best for you!

We may participate in other events throughout the year. If you choose to participate in festivals, parades, etc. we will always wear Studio gear. These are available in multiple colors and sizes and can be bought in the lobby or ordered if not currently available.

Please sign enrollment form/Studio Contract that you have reviewed the policies and rules for the 2024-2025 season. Thank you!