**Calendar:** Ingra & Co. operates in accordance with the Harrison County School If school is closed or cancelled there is no class. This includes ISE days.

**Inclement Weather:** The studio will be closed if school is dismissed early or cancelled due to the weather. In the event of a morning delay the studio will continue to operate. It is the responsibility of dancers who reside outside of Harrison County to be aware of closings and holidays.

**Tuition:** Tuition is due on the 1st of every month. Tuition can be made by check or credit card at the studio. Tuition can also be paid online via PayPal at [www.ingrasdancestudio.com](http://www.ingrasdancestudio.com/). If a dancer's tuition is not paid then they may not attend class. There is an additional 10% fee added to tuition paid after 10th of the month. Any outstanding debts will carry over to the following year and must be paid prior to enrollment. There are no refunds given for absences, holidays, costume deposits, costumes balances, or unused tuition.

**Dress Code:** Please read the attached page for the list of classes and the dress code.
All students must adhere to the dress code or they may be asked to sit during class.

**Absences:** Absences affect everyone. Please call the studio (304-669-2323) and leave a message or post on the parent page so classes can be planned accordingly. The teacher reserves the right to dismiss a dancer with habitual absences without any refunds. Absences after March1st require an excuse. Extracurricular activities/sports: Any outside activities that may interfere with classes should be presented at the beginning of the season to determine if a student will be eligible to enroll. Spring sports are highly discouraged. Eligibility will be determined on individual basis.

**Class Time:** At Ingra & Co all dancers are expected to work hard during class.
Dancers should arrive 10 minutes early and be ready for class when it starts. Dancers are to change in the dressing room and not in the bathroom. Dancers are to go to the bathroom BEFORE class! Eating in the dressing room is only permitted for dancers taking 3 or more consecutive classes. Dancers must ask to leave during class or to get a drink. Bullying of any kind will not be tolerated.

**Costumes:** A deposit of $50.00 per costume is due the first week in November. There are no refunds on deposits. If the deposit is not paid, then the costume will not be ordered. Combination classes require a deposit of $100.00 for 2 costumes. Costume balances are due February. The total balance per costume is approximately $140.00 - $150.00 each. If a dancer decides to quit the studio or is dismissed by the studio after the costume is paid in full there will be no refund given and the costume will be considered studio property.

**Performance:** There are 2 days of dress rehearsal prior to 2 nights of performances. These rehearsals will be held during the day. Dress rehearsals are mandatory for every dancer, no exceptions. Dancers who are absent during rehearsal will not perform. Dancers are required to purchase a performance t-shirt.

**Class Placement:** The teacher reserves the right to decide upon class placement for each dancer. Regardless of age or seniority, no dancer will be placed in a level too advanced for them.

**Social Media Conduct:** Any issues, concerns, or complaints should not be shared publicly on social media platforms. All matters should be brought directly and privately to the attention of the studio owner, Alyssa Riley. Public posts that violate this policy may result in disciplinary action, including possible dismissal from the studio.