



BELIEVE DANCE ACADEMY

2026-2027

Studio Policies + Handbook

2026-2027 Believe Dance Academy Handbook

About this Handbook

At Believe Dance Academy, we believe in developing dancers through dedication, discipline, and heart.

We are committed to providing high-quality dance education rooted in strong technique, consistent effort, and respect for the art of dance. Our instructors guide students to believe in themselves, put in the work, and become confident, capable dancers, both on and off the stage.

Every dancer's journey is unique, and we strive to support growth through clear expectations, thoughtful instruction, and a positive learning environment that values progress over perfection.

This handbook provides parents and students with a clear understanding of the commitment and responsibilities that are required to take classes at Believe Dance Academy. All parents and students need to abide by the rules, guidelines and regulations outlined. It is their responsibility to read this handbook.

To the Parent/Guardian:

Believe Dance Academy relies on a positive atmosphere and promotes a positive learning experience for all participants. We believe that a dancer's success is influenced by the support from their parents and/or guardians. Your commitment to the process makes an enormous difference.

To the Student:

Students are expected to have a positive attitude and treat instructors, and fellow students with respect. Class time requires focus and dedication. Excessive talking in class is distracting and disrespectful to the other participants and teachers. We ask that each student focuses in class and refrains from talking when in class.

Classroom Behavior Expectations

Students are expected to treat instructors and fellow dancers with respect at all times. This includes listening when instruction is being given, refraining from disruptive behavior, and maintaining a positive learning environment.

If a student's behavior becomes disruptive, disrespectful, or unsafe, instructors have the right to ask the student to sit out or leave class for the day. Repeated behavioral issues may result in further action, including removal from the program.

Communication with Parents and Guardians

Studio Conduct & Safety Policy

Believe Dance Academy is committed to maintaining a safe, respectful environment for students, families, and staff. Any form of threatening, aggressive, or cruel behavior, whether verbal, written, or online, directed toward a student, instructor, staff member, or family will not be tolerated.

This includes, but is not limited to, verbal threats, intimidation, harassment, or disrespectful communication.

Instruction, correction, class placement decisions, and performance feedback — when delivered professionally and in good faith — do not constitute harassment, cruelty, or unsafe conduct.

Parent Observation & Conduct

Parents and family members are expected to communicate respectfully with staff, instructors, volunteers, and other studio families. Disruptive, aggressive, or inappropriate behavior may result in removal from the premises and/or dismissal from the studio without refund.

Our website is the best place to get general information. For specific questions please contact Aly Camerlo at (720) 937-1475 or aly@believedanceacademy.com. Please direct all concerns, questions, etc to Aly.

Believe Dance Academy Policies & Procedures

Attendance

Consistent attendance is essential for a dancer's progress and success. We ask that parents notify the studio by email or text, or in the FullOut app if a student will be absent from class.

Students should arrive 10–15 minutes before class begins so they are dressed, prepared, and ready to participate when class starts. Arriving late may result in missing important warm-up activities and increase the risk of injury.

If your child is ill, please keep them home. This helps protect the health of fellow dancers and instructors while allowing your child adequate time to recover.

Parents and guardians are responsible for ensuring students are picked up promptly at the conclusion of class. Believe Dance Academy does not provide supervision outside scheduled class times.

Please note that October–December and April–May are important choreography and performance preparation periods. Extended absences during these months may impact a dancer's ability to participate fully in performances. Excessive absences may affect casting, choreography placement, advancement, competition participation, or performance eligibility.

Building & Facility Guidelines

Believe Dance Academy is grateful to partner with local facilities to provide dance instruction. Students, families, and guests are expected to treat all facilities with care and respect.

Street shoes are not permitted on the dance floor. Dancers should change into appropriate dance shoes before entering the classroom.

The studio is not responsible for lost, stolen, or damaged personal belongings.

Injuries, Illness, Allergies & Medical Concerns

A parent or guardian's signature on the Permission to Dance form certifies that the student is physically able to participate in dance activities.

Parents are responsible for informing the studio of any injuries, allergies, medical conditions, learning differences, physical limitations, or other concerns that may impact participation.

Students who become injured should notify their instructor immediately. Depending on the nature of the injury, instructors may modify activities, require observation, or request medical clearance before returning to full participation.

Injured dancers are encouraged to attend class and observe whenever possible, especially during choreography and performance preparation.

Participation in dance classes, rehearsals, performances, competitions, conventions, workshops, and related activities involves inherent risks of physical injury. By enrolling in Believe Dance Academy, families acknowledge and accept these risks.

Believe Dance Academy, its owners, instructors, staff, volunteers, contractors, guest teachers, and facility partners shall not be held liable for injuries, illnesses, accidents, property damage, or losses that may occur as a result of participation in studio activities, except as otherwise required by law.

Emergency Medical Authorization

In the event of a medical emergency, every reasonable effort will be made to contact a parent or guardian.

If a parent or guardian cannot be reached, Believe Dance Academy staff may seek emergency medical treatment on behalf of the student. Any resulting medical expenses are the responsibility of the parent or guardian.

Studio Conduct & Respect Policy

Believe Dance Academy is committed to providing a safe, positive, and respectful environment for all students, families, instructors, and staff.

Students are expected to:

- Treat instructors and fellow dancers with respect.
- Listen when instruction is being given.
- Refrain from disruptive behavior.
- Contribute positively to the classroom environment.
- Demonstrate good sportsmanship and teamwork.

If a student's behavior becomes disruptive, disrespectful, unsafe, or repeatedly interferes with instruction, instructors may require the student to sit out or leave class for the day.

Repeated behavioral concerns may result in additional disciplinary action, including removal from the program.

Parent & Family Conduct

We believe a dancer's success is strengthened by a positive partnership between instructors and families.

Parents, guardians, and family members are expected to communicate respectfully with instructors, staff, volunteers, students, and other families.

Threatening, aggressive, abusive, harassing, or defamatory behavior—whether in person, by phone, email, text message, social media, or other forms of communication—will not be tolerated.

Instruction, correction, performance feedback, class placement decisions, and disciplinary actions delivered professionally and in good faith do not constitute harassment or misconduct.

Believe Dance Academy reserves the right to dismiss any student or family from the studio without refund if conduct is determined to be harmful to the studio community.

Class Placement & Advancement

Class placement is based on technical development, readiness, consistency, focus, maturity, and overall success within a level—not solely age.

Dancers progress at different rates, and it is common and appropriate for students to remain in the same level for multiple seasons while strengthening foundational skills.

Placement decisions are made thoughtfully by the instructional staff to ensure each dancer is positioned for confidence, success, and long-term growth.

Parents are welcome to discuss placement with instructors; however, final placement decisions remain at the discretion of Believe Dance Academy.

Class Cancellations

Inclement Weather

In the event of severe weather, families will be notified by email and/or text if classes are cancelled.

Instructor Illness or Emergency

When possible, substitute instructors will be provided. If a substitute is unavailable, classes may be cancelled and a makeup class may be offered when feasible.

Tuition & Payment Policy

Tuition is based on annual enrollment and divided into equal monthly payments for convenience.

Monthly tuition is due by the 5th of each month.

Invoices will be distributed at the beginning of each month. Payments may be made through the studio's payment system, check, or approved electronic payment methods.

Tuition reserves a student's place in class and is not based on attendance.

Withdrawal & Refund Policy

Written notice is required for withdrawal from any class or program.

Tuition payments already made are non-refundable.

Registration fees, Boys & Girls Club membership fees, costume fees, competition fees, convention fees, performance fees, private lesson fees, and any other expenses already incurred by the studio on behalf of a student are non-refundable.

Costume Fees & Performances

Costume fees are assessed separately from tuition and are due according to studio deadlines.

Students are expected to participate in scheduled dress rehearsals and performances unless prior arrangements have been approved by studio leadership.

Participation in performances may be limited if attendance or preparation requirements have not been met.

Competition Team Participation

Competition team members and families are expected to meet all attendance, rehearsal, financial, and performance commitments associated with the program.

Additional competition policies, schedules, and requirements will be provided separately to competition team families.

Competition-related fees are non-refundable once registrations, costumes, travel arrangements, choreography, or competition entries have been committed.

Photo & Video Release

Unless otherwise requested in writing, parents and guardians grant Believe Dance Academy permission to photograph and video students during classes, rehearsals, performances, competitions, workshops, and studio events.

Images and recordings may be used for promotional, educational, marketing, social media, website, print, and studio-related purposes without compensation.

Parents wishing to opt out must submit a written request to the studio.

Social Media Conduct

Believe Dance Academy encourages positive and respectful online interactions. Public posts, comments, messages, or content that intentionally disparage, harass, threaten, or damage the reputation of the studio, its students, families, instructors, staff, or volunteers may result in dismissal from the studio at the discretion of studio leadership.

Studio Loyalty & Supplemental Training

We encourage students to remain committed to their training at Believe Dance Academy throughout the season.

Consistency in training allows dancers to progress more effectively and minimizes confusion that can arise from receiving conflicting technical instruction from multiple sources.

Master classes, conventions, workshops, summer intensives, and supplemental training opportunities are welcomed and encouraged.

Lost & Found

Unclaimed items will be placed in the studio's lost and found area.

Items not claimed within a reasonable period may be donated or discarded.

Please label dance shoes, clothing, water bottles, and other personal belongings.

Assumption of Risk & Release of Liability

Participation in dance classes, rehearsals, performances, competitions, workshops, conventions, and related activities involves inherent risks, including but not limited to falls, collisions, overexertion, sprains, strains, fractures, concussions, and other injuries.

By enrolling in Believe Dance Academy programs, parents/guardians voluntarily assume all risks associated with participation.

Parents/guardians agree to release, waive, and hold harmless Believe Dance Academy, its owners, instructors, staff, volunteers, guest teachers, contractors, facility partners, and performance venues from any and all claims, demands, damages, losses, or liabilities arising from participation in studio activities, except in cases of gross negligence or willful misconduct as required by law.

(please see signature page below)

Believe Dance Academy

Permission to Dance, Liability Waiver & Handbook Acknowledgement

2026-2027 Season

Student Information

Student Name(s): _____

Date of Birth(s): _____

Parent/Guardian Name(s): _____

Phone Number(s): _____

Email Address: _____

Emergency Contact (if different from parent):

Name: _____

Phone Number: _____

Medical Information

Please list any allergies, medical conditions, injuries, physical limitations, learning differences, or other concerns we should be aware of:

Participation & Medical Authorization

I certify that my child is physically able to participate in dance classes and related activities offered by Believe Dance Academy.

I understand that it is my responsibility to notify the studio of any injuries, medical conditions, allergies, restrictions, or changes that may affect participation.

In the event of an emergency, I authorize Believe Dance Academy staff to obtain emergency medical treatment for my child if I cannot be reached. I understand that any resulting medical expenses are my responsibility.

Parent/Guardian Initials: _____

Assumption of Risk & Release of Liability

I understand that participation in dance classes, rehearsals, performances, competitions, conventions, workshops, travel, and related activities involves inherent risks, including but not limited to falls, collisions, sprains, strains, fractures, concussions, illness, and other injuries.

I voluntarily assume all risks associated with participation in Believe Dance Academy activities.

On behalf of myself and my child, I release, waive, and hold harmless Believe Dance Academy, its owners, instructors, staff, volunteers, guest teachers, contractors, facility partners (including the Boys & Girls Club), and performance venues from any claims, demands, damages, losses, or liabilities arising out of participation in studio activities, except in cases of gross negligence or willful misconduct as required by law.

Parent/Guardian Initials: _____

Photo & Video Release

I grant permission for Believe Dance Academy to photograph and/or video my child during classes, rehearsals, performances, competitions, workshops, and studio events.

I understand that these images and recordings may be used for promotional, educational, marketing, social media, website, print, and other studio-related purposes without compensation.

YES, I grant permission.

NO, I do not grant permission.

Parent/Guardian Initials: _____

Handbook Acknowledgement

I acknowledge that I have received, read, and understand the Believe Dance Academy Handbook and agree to abide by all studio policies and procedures.

I understand that studio policies may be updated as needed and that families will be notified of significant changes.

Parent/Guardian Initials: _____

Parent & Student Conduct Agreement

I agree to communicate respectfully with dancers, families, instructors, staff, volunteers, and studio leadership.

I understand that threatening, aggressive, abusive, harassing, or inappropriate behavior may result in dismissal from Believe Dance Academy without refund.

Parent/Guardian Initials: _____

Student Initials (if age 10+): _____

Signature

By signing below, I acknowledge that I have read and understand the information contained in this document and voluntarily agree to all terms outlined above.

Student Name(s):

Parent/Guardian Name (Print):

Parent/Guardian Signature:

Date:
