

*Goldsboro
Student Handbook
2020—2021*



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FOR YOUR CONVENIENCE WE NOW CARRY ALL SHOES THAT WE REQUIRE AS WELL AS
DANCE APPAREL.

Tots and Kinderdance 1	Pink Ballet
Kinderdance 2 & 3	Pink Ballet Bloch Tan Tap
Ballet	Pink Ballet
Tap (ages 6-8)	Bloch Tan
Tap (ages 9 & up)	Bloch Black
Jazz	Tan Jazz
Tumble	Barefoot
Cheerdance	White Tennis Shoe
Hip Hop	Jazz Sneakers
Lyrical	Half Sole Shoes

All girls must wear tights and a leotard, any color is acceptable. Bootie shorts may be worn over the leotard. Boys should wear athletic shorts and t-shirts.

COVID-19 Policies

Each child will be required to be temperature checked upon their arrival. Dancers with a temperature 100F or higher will not be permitted in the building. Parents are asked to drop off and pick up their dancer at the front door to keep the number of people in the studio at a minimum. Sanitizing stations will be placed in the lobby as well as in both dance rooms and dancers will need to sanitize/wash their hands before and after their classes. Face coverings are not required to participate in classes, however, are allowed. Dressing rooms will be limited to changing purposes and to access lockers. Students may bring their dance bags into the dance rooms and place them on designated locations. If your child shows any symptoms of Covid-19 please do not bring them to dance.



Important Dates

Classes begin **August 24, 2020**

Holidays

Labor Day	September 7, 2020
Veteran's Day	November 11, 2020
Thanksgiving Holiday	Nov 25—Nov 28, 2020
Christmas Holiday	Dec 21, 2020—Jan 4, 2021
Easter Holiday	April 2—April 8, 2021

****These are the dates that both studios will be closed****

Tentative Recital Dates

Goldsboro	
Rehearsal	May 10, 2021
Recital	May 11, 2021
Recital	May 12, 2021
Recital	May 13, 2021

Dress Rehearsal and Recital will be held at The Paramount Theatre in Goldsboro, NC

Picture Dates

Goldsboro Pictures **March 22-27, 2021** Proofs **TBD** Delivery **TBD**

Company Auditions

Goldsboro **Friday, April 30, 2021**

*****Dance lessons may be strenuous and physically demanding. ASOC is not responsible for any physical injury that may occur due to participating in these classes.*****

Thank you again for your support

Welcome To ASOC

Welcome and thank you for choosing A Step Of Class for your child's dance education! It is our mission to educate, enhance, and enrich our dance students with encouragement, support, enthusiasm, and love. We hope to make a positive difference in the lives of each of our students.

This handbook contains information and policies for our studio. Please refer to this book for questions you have concerning: Attendance, Holidays, Tuition, Costumes, and Recital.

If you have any other questions, please direct them to the staff. We are eager to work with you to make this a great dance year!

POLICIES:

DANCE WEAR:

Appropriate dancewear is required. No blue jeans, long pants or baggy shirts are allowed on the dance floor. Dancers do not have to wear a certain color or style as we firmly believe in self expression. However, students must be dressed in proper dancewear. *Girls must wear a leotard and tights!* No panties under tights. Hair must be secured up off the neck and out of eyes. Boys must wear shorts or warm-up suits. No jeans! Students not properly attired may only observe class. Students will also need the appropriate shoes for their classes. **Important Note:** Please bring your dance shoes in a dance bag. Be sure to put your first and last name on your shoes and on the outside of your dance bag. We are not responsible for lost or stolen items.

ATTENDANCE:

Anyone attending every class will receive a perfect attendance certificate at the end of the year. Makeup classes may be taken if you do miss a class; however, these classes will not be counted toward perfect attendance.

TUITION

Charges are as follows:

30 mins	\$50.00	2 hrs	\$80.00	3 hrs 30 min	\$110.00
45 mins	\$55.00	2 hrs 15 mins	\$85.00	3 hrs 45 min	\$115.00
1 hour	\$60.00	2 hrs 30 mins	\$90.00	4 hrs	\$120.00
1 hr 15 mins	\$65.00	2 hrs 45 mins	\$95.00	Unlimited	\$130.00
1 hr 30 mins	\$70.00	3 hrs	\$100.00		
1 hr 45 mins	\$75.00	3 hrs 15 mins	\$105.00		

Tuition for your child is the combined time of each class. For example: ballet is 30 min and tap is 30 min, for a total of 1 hour. Therefore, your tuition is \$60.00 per month.

Family Rates: A family discount is offered. The child enrolled in the most classes will be at full price, the 2nd child receives a 20% discount, and a 30% discount for each child thereafter.

Tuition is due the 1st of each month. ***A \$10.00 late fee will be added if payment is not in our office by closing of the 10th.*** There will be a \$30.00 service charge on all returned checks.

PAYMENT

Payment envelopes are available in the lobby. Please fill out the envelope and drop it in the payment box provided. August is the only prorated month of tuition. September through May will be charged a full month's tuition whether we have a short month or a long month. Please make checks payable to A Step Of Class. If you have any questions please feel free to call the office 919-778-5098 or e-mail asoc@bellsouth.net. Online payments can be made through your parent portal.

REFUND POLICY

We **do not refund** for classes missed due to absence. Rather, we offer a makeup class to the student. Just call the office for the appropriate class for your child. **Registration fee, tuition and costume payments are non-refundable.**

LATE PAYMENTS

If we do not receive payment by closing of the 10th, we will add a \$10.00 late fee to your tuition. If we do not receive payment on your account by the 30th, the student may only observe class until balance is paid. With accounts 45 days behind, we reserve the right to drop the student from the roster.

WITHDRAWAL PROCEDURES/DROPPING A CLASS

You must officially notify Ms. Tammy in writing 30 days prior to dropping a class or withdrawing from the studio. Not showing up for class does not constitute a withdrawal. **Your account will continue to be charged, and you will be held responsible for all tuition due up to the 30 days notice. No refunds will be given for classes missed prior to the date of notification.**

STUDIO RULES

Children not involved in a class should not be brought to the studio without adult supervision. Please do not leave small children unattended prior to class time, and please pick up all children promptly after class. We are not responsible for children who are not attending class.

No food or drinks are allowed, except in the snack room.

No chewing gum.

Please use the restrooms in between classes.

Do not leave classes without permission.

No cell phones allowed in the classroom.

No street shoes allowed on the dance floor.

Please make sure hair is properly secured out of the child's eyes.

Parents, please do not interrupt once class has begun.

COSTUMES & RECITAL

A Costume letter will be sent out by the first week of November. This will give you the price of your child's costume. This payment will be due by **December 5th, 2020**. Costumes must be paid for in advance, or they will not be ordered. **COSTUME PAYMENTS ARE NON-REFUNDABLE!** Our annual recital will be held at the Paramount Theatre in Goldsboro, NC. Recital tickets will be sold through the Paramount Theatre Box Office. Further recital information can be found in the recital handbook.

TROPHIES & AWARDS

Trophies will be given to students who have taken dance with A Step Of Class for 5, 7, 10 and 15 years at the recital.

PERFECT ATTENDANCE

We will be giving perfect attendance awards for children who have attended each class. One make up class is allowed, otherwise made up classes will not count toward Perfect Attendance.