

# The Dance Academy's 2018/2019 Yearly Overview & Policies

**Classes begin August 20** and end with the Recital May 18th. This is a 9 month commitment! We hope all students will continue with classes, until the recital is complete!

**Parent's Week - October 22-25.** Parents are invited to watch regular dance class/classes. \*Bring your own chairs...seating is not provided. \*Please get sitters for siblings under 3

**Just Dance 2019**  
**Recital - Saturday, May 18, 2:00pm**  
**Dress Rehearsal - Friday, May 17, 4:30pm.**  
\*Both dates are mandatory!!

## **Costumes**

- Intro I, II & III \$45.00 each costume.
- Level 1-4 Tap, Ballet, Jazz, Hip-Hop & Acrobatic Dance \$50.00 each costume.

\*You will pay for costumes in three monthly installments, in addition to regular tuition, for the months of September, October and November. Costumes must be paid in full by November 1.

\*No refunds after costumes are ordered. \*All tuition/fees must be current to take costumes home.

## **Recital Fee – Due April 1**

The Recital Fee covers all recital/rehearsal expenses including theatre rental, sound & lights, decorations, programs, etc.

**1 dancer - \$35**

**2 dancers - \$55**

**3 or more dancers - \$75**

## **\*Tuition Policies**

- **Tuition is due on the 1<sup>st</sup> day of each month. A \$10 late fee needs to be automatically added to payments made after the 10<sup>th</sup> of the month.** Please leave payments with secretary or in the locked tuition drop box hanging inside the lobby on the wall. There is also a locked mailbox outside.  
\*If your child is absent on the first lesson of the month, **tuition should be dropped off.**
- **There are no tuition refunds.**
- **Please remember there are no partial tuition months, with the exception of August!**  
\*Tuition is the same monthly, September through May, regardless of number of weeks/lessons, holidays, or your child's attendance. May tuition includes classes, rehearsal, and & recital hours.  
\*All tuition & fees must be paid, including May tuition, to participate in recital.
- **Students whose tuition payment gets more than 1 month delinquent will be suspended from class.** \*If payments are delinquent 2 months, the student will be dropped from class.
- **We will not accept ANY post-dated checks!** (Unless prior to the date payment is due.)
- There is a **\$20 Returned Check Fee.**
- **Please make sure you always get a receipt for cash payments.**  
\*If there is not a secretary available, ask a teacher.
- **All check payments should have the student's name written in the memo.** This is especially important if the Child's last name is different than the person writing the check.

## Other Policies/Important Information

1. **All Children must be accompanied by an adult entering and exiting the building.** No one under age 10, should enter or exit the building alone. Older students are not allowed to wait outside for pick-up!
2. **All students should go to the restroom prior to class...Older students too!**
3. **Please follow the Dress Code Every Week... This includes hair!** All children must have their hair pulled back NEATLY, out of the face. **Mark all dance shoes with child's name on the inside with sharpie big enough for the child to see the name clearly.**  
*\*I suggest silver sharpie on the inside of black shoes*
4. **Please arrive on time.** I suggest that you arrive 10 minutes before class time for preparation. **Please pick up your children on time.** Classes normally run back to back. \*After 10 minutes, we will charge \$5 for every 5 minutes you are late.
5. **Attendance is very important.** Please bring your child to every dance class unless she/he is ill. Do not sign up for activities that interfere with dance-class. New choreography & skills are learned weekly. \*Multiple absences may require private lessons to get caught up. Private lesson fees will apply...\$35/hour. \*Please keep us updated about absences via email or text.
6. **Class Withdrawal – TDA requires a written 30 day notice PRIOR to class withdrawal.**
7. **Waiting Room/Bathroom**
  - **No food or drinks in studio waiting area...Parents included.** No snacks for siblings.
  - **Clean up after yourself and your child.** Books need to be put away and trash needs to be thrown away. *No Diapers, No food & No drinks allowed in bathroom trash!*
  - **Parents...Please be quiet in the waiting area...No more than a whisper!**  
Please keep young siblings quiet as well!
8. **TDA Holidays - The Dance Academy will be closed on the following dates.**  
\*We do not follow the SAISD calendar for all holidays.
  - **Labor Day** Monday, September 3
  - **Halloween** Wednesday, October 31
  - **Thanksgiving Week** November 19 – November 22
  - **Christmas Break** December 21 – January 6, Classes resume Monday, January 7
  - **Spring Break** March 11-15
9. **Bad Weather** - Anytime SAISD cancels school because of bad weather, we will be closed as well.
10. **Communications – Please do your part when it comes to studio communications.**
  - Please use e-mail communications when possible. I check emails every morning. You can e-mail through the website or directly. You may also send text messages.
  - Email: **stacia@danceacademysanangelo.com**.
  - TDA phone is checked/utilized during business hours. **325-716-0516.**
  - Please make sure we have your updated e-mail addresses & phone numbers. I send tuition reminders and other important information via e-mail & text messages.
  - Check the waiting area doors and blackboard weekly, for important reminders.
  - Please utilize The Dance Academy website for dress code, policies, studio holidays, etc. **www.danceacademysanangelo.com**

**We look forward to a wonderful year! So glad to have each of you! Thank you, Stacia**