

# Rhythm & Soul Dance Studio POLICIES

Welcome to Rhythm & Soul Dance Studio. We are excited to have you and your dancer to a part of our Dance Family. Our Policies are set to give our dancers to best environment to learn in.

1. **ENROLLING:** When you first enroll for classes, you are required to pay 1st Months tuition to reserve place in the class.
2. **REGISTRATION FEE:** A \$40 per family, per dance year (Sept-June) is required at time of registration and is non-refundable.
3. **MONTHLY TUITION** is due no later than the 10<sup>th</sup> of each month regardless of whether four classes are held that month. A \$15 late fee will be charged for tuition paid after the 10<sup>th</sup> of the month. There will be **no refunds** for missed classes. Make up classes are encouraged within classes of similar age and ability, by April.
4. **NSF FEE:** A \$25 fee is charged for all NSF and closed account checks. Once you have bounced a check, the studio will No longer accept checks from you. You will need to pay with Credit Card or Money Orders.
5. **ATTENDANCE:** Students are expected to attend weekly dance classes on a regular basis. Any student who misses 3 consecutive classes may be dropped from that class and may not rejoin until the following registration period. Students, who miss classes on a regular basis, may need private lessons or may need to opt out of recital performance. The instructor and Director will make the decision. If a student drops out of class, for any reason, a courtesy call/email from a parent would be appreciated. We would also appreciate a call letting us know when your child will be absent.
6. **TARDINESS:** Each student is required to arrive on time to their dance class. So please make sure dancer is at the studio at least 5 minutes prior to class time. If a student is 15 minutes late, or more, (at the discretion of their instructor) he/she may only view the class, as important warm-up time has been missed.
7. **CLASS MINIMUM:** 4 students need to be registered and paid for a class to begin. If there isn't enough dancers to begin a class, the registered/paid dancer may transfer to another class of same age/level, be placed on a waiting list, or a full refund will be given out by the Director. If an existing dance class is cancelled, mid-month, pro-rated tuition (only) will be refunded. No refunds if your dancer quits a class.
8. **PARENT OBSERVATION:** Parents/family may observe our dance classes at any time. Each of our dance rooms has spacious viewing windows and seating areas.
9. **NO FOOD, GUM, DRINKS** (except water) is allowed in the dance rooms. Our Study Room provides a great place to eat with a table, mini fridge, and counter top. Please respect our dance studio by cleaning up after yourself and your dancer.
10. **SNOW/ICE CLOSURE:** Rhythm & Soul Dance Studio takes into consideration Northshore School District's Snow Closures. There are times when snow melts away mid-day and therefore we remain open. We will notify you on our website and through email if we are closed. Please use your best judgment and keep your family safe.

- 11. HOLIDAY CLOSURES:** Rhythm & Soul Dance Studio is closed for all major holiday/holiday breaks: Halloween, Veteran’s Day, Thanksgiving Break, Christmas Break, New Years, Martin Luther King Day, and Memorial Day. We will also be closed for Northshore Mid-Winter Break and Spring Break. A yearly calendar of our closures is available on our website and at the studio. No Refund for Holiday Closures, Make up classes offered.
- 12. CLASSROOM EDIQUETE:** Please encourage your dancer to use the restroom before class begins. Our instructors appreciate no “social” talk during dance class and we prefer if all cell phones remain outside the dance room.
- 13. CLASSROOM DANCE ATTIRE -** All students (except adults) must wear dance related attire. School attire will not be allowed in dance class. Students who come not appropriately dressed may be asked to sit and watch their class. All hair must be pulled back and ballet dancers need a Bun for ballet class.
- Ballet dancers need to wear black leotard, pink tights and pink ballet slippers.
  - Tap, Jazz, Lyrical, Contemporary dancers may wear any colored leotard, booty shorts, dance/yoga pants/capri, biketards/unitards, form fitted tank tops, and form fitted short sleeve
  - Hip Hop dancers may wear basketball shorts, sweat pants, warm up pants, booty shorts, tank tops, and tees. No jeans allowed. Designated “hip hop” sneakers are required so that dirt is not tracked into the dance rooms.
  - Female ballet dancers need pink ballet slippers and male ballet dancers need black ballet shoes, both with the elastic tucked in.
  - Young Tap dancers need to have black elastic, instead of ribbons, in their Black tap shoes.
- 14. COSTUMES:** Costumes for our Holiday Showcase (Dec) and June Recital shows are **Non-refundable**. Costume fees need to be paid on time or a \$20 late fee will be added to your costume fee. Costumes are passed out during “costume week” and sent home with dancer if no outstanding balance is due on your account. Costumes are measured and made to size. If a dancer needs a size exchange, their parents will be responsible for shipping and restocking fees, if applicable.
- 15. DANCE PHOTOS:** Each end of May-early June, we offer an opportunity for every dancer to be in a dance photo. The photo schedule will be assigned, by class, and a professional photography will take the photos in our studio dance room. Order forms will be sent out prior to Photo Day. Dance Photos are optional, but a great way to remember the dance year!
- 16. RECITAL PERFORMANCES:** Rhythm & Soul Dance Studio has 2 yearly performances: Holiday Showcase (December) and our Annual June Recitals. We highly encourage all dancers to participate in our performances, but it isn’t mandatory. The studio Director and your instructor need to be notified asap if you are not participating in our performance so that costumes are not ordered and choreography placement is not given to your dancer. Dancers not in our performances will still participate in class and learn the choreography, but they will not be included in formations. Dress Rehearsals will take place at our Performance Theater. We do not charge a “recital fee”. Parents are responsible for purchasing Recital and Showcase tickets for all attending. DVDs (by a professional videography company) of our performances will be available for purchase through Rhythm & Soul Dance Studio. No personal videotaping is allowed during our performance shows.
- 17. PERFORMING COMPANY:** Rhythm & Soul Performing Company is for our focused and committed dancer’s ages 7-18 years. Our company competes in local dance and national competitions and performances. Yearly auditions are held at the studio for Group placement. Please see our Performing Company Commitment letter for addition information.