



RSDS POLICIES

1. **ENROLLING & REGISTRATION FEE:** When you first enroll for classes, you are required to pay first month's tuition to reserve your place in the class. A \$50 per family, per dance year (Sept-June) is required at time of registration and is non-refundable. No Registration Fee required during the summer session.
2. **DROPPING OUT:** We do Not charge a "Drop Out Fee" but require a 30-day written notice if you decide to not continue dancing during the dance season (Sept-June). You need to contact both the Director and your instructor, at least 30-days in advanced for upcoming charges to seize. We choreograph placements in our dances for our students and we rely on each child to participate.
3. **STATE OR GOVERNMENT MANDATED CLOSURES:** There will be no refunds on tuition, private lessons, or rehearsals if a state or government shutdown occurs. An online platform such as zoom and/or band will be used to continue dance classes. No discounted rates for online dance classes even if class times are shortened. If you choose not to participate online you will still be charged full tuition, unless you give the Director a 30-day written notice of withdrawal.
4. **MONTHLY TUITION** is due on the 1st of each month, no later than the 5th of each month regardless whether four classes are held in that month. June tuition payment is due at the end of May (see calendar for date), before June costumes are sent home. A \$15 late fee will be charged on the 6th of the month. Auto Pay option is available with signed form. Overdue fees will have their payment automatically ran on their "saved card" on the 20th of the Month with added late fee charge, unless a 30-day written notice of withdrawal was sent to the Director. There will be no refunds for missed classes or studio closures due to holidays and weather.
5. **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.
6. **ATTENDANCE:** Students are expected to attend dance classes on a regular basis. Any student who misses 3 consecutive classes, without notice, 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 or Director will make the decision. A 30-day written notice of withdrawal needs to be sent to the Director if a student drops out of class, for any reason. We would also appreciate a call letting us know when your child will be absent from class. Make up classes are allowed in the same age and ability level. Summer make up classes are only offered during same summer session.
7. **WEATHER/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 through email if we are closed. Please use your best judgment to keep your family safe. An online platform such as zoom and/or band might be used when a weather closure occurs No refunds on tuition, private lessons, or rehearsals. 12.
8. **HOLIDAY CLOSURES:** Rhythm & Soul Dance Studio is closed for all major holiday/holiday breaks: Halloween, Veteran's Day, Thanksgiving Break, Christmas Break, New Years, and Memorial Day. We will also be closed for Northshore Mid-Winter, Spring, and Christmas Breaks. A yearly studio calendar is available on our website and at the studio. No Refunds for closures, but make up class options are available.
9. **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.

10. **CLASS MINIMUM:** 4 students need to be registered and paid for a class to begin. If there aren'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 are given if your dancer drops a class during the month.
11. **PARENT OBSERVATION:** Parents/family may observe our dance classes at any time. Each of our dance rooms has spacious viewing windows and seating areas. Please pick up after your children.
12. **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.
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. (refer to RSDS Dance Attire List)
 - a. Ballet dancers need to wear black leotard, pink tights and pink (black-boys) ballet slippers. Ballet Level 2 and up need Canvas Slip Sole Ballet Shoes.
 - b. Tap, Jazz, Lyrical, Contemporary dancers may wear any colored leotard, sports bra, booty shorts, dance/yoga pants/capri, biketards/unitards, form fitted tank tops, and form fitted short sleeve tees.
 - c. Hip Hop dancers may wear cotton shorts, basketball shorts, sweat pants, warm up pants, booty shorts, tank tops, and tees. No jeans/skorts/skirts allowed. Designated "hip hop" sneakers are required so that dirt is not tracked into the dance rooms. "Littles" hip hop (under age 7) can also do bare feet in class.
14. **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.
15. **PERFORMANCE BUNDLE/COSTUMES:** Every performing dancer will have a Performance Bundle fee. The bundle includes 1-class costume, video digital downloads of both performances, and a participation dancer medal. Additional class costumes will have an added costume fee. Costumes are non-refundable. Costume fees need to be paid on time or a \$25 late fee will be added. Costumes are tried on in class for sizing. Size exchanges are permitted, if the company allows it, but parents are responsible for shipping and restocking fees. RSDS will have a "costume week" where all costumes will be sent home with dancer, so long as, there is no outstanding balance of any kind on the account, no exceptions.
16. **DANCE PHOTOS:** Annual June recital group and individual class photos are held at RSDS, on the weekend, in early June (see studio calendar for specific dates). The photo schedule day/time will be assigned to each class and a professional photography will take the photos at RSDS. Paid order forms must be turned in to RSDS prior to child's class photo time. Photos ordering is optional.
17. **RECITAL PERFORMANCES:** Rhythm & Soul Dance Studio holds two yearly performances: Holiday Showcase in December and June Recital performances. We highly encourage all dancers to participate in our performances, but it isn't mandatory. The Director and your instructor need to be notified asap if you are not participating in our performances so that costumes are not ordered and formation placement is not assigned to your dancer. We do Not charge a "recital fee" so parents are responsible for purchasing Recital and Showcase tickets for all attending. Ticket purchases are non-refundable. Recital Videos (by a professional videographer) of our performances will be available for purchase through Rhythm & Soul Dance Studio. No personal photography or videotaping is allowed during our performance shows.
18. **COMPETITION TEAM:** Rhythm & Soul Competition Team is for our focused and committed dancers, ages 7-18 yrs. Annual June auditions are held at RSDS. Our Team competes in Regional and National Competitions, Conventions, and performs for a Non Profit organization. Please see our Team Commitment Letter for more information.

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