

High Desert Dance Arts

2011-2012 STUDIO POLICIES

Please keep this information for your future reference!

Tuition We accept: Check/ Visa/MasterCard Money Orders or Cash Tuition *always* due by the 10th of every month. It is the same each month regardless of the number of weeks in the month, holidays, or missed classes.

1. Remember **WE DO NOT SEND MONTHLY STATEMENTS**.
2. A \$10 late fee is added to your account if *received* (even if dated before) after the 15th of the month.
3. A \$20 NSF fee is added to your account for all returned checks.
4. A \$5 processing fee is added for all credit card transactions.
5. After a NSF check, ALL payments are to be paid by money orders or cash ONLY thereafter.
6. If your tuition is 2 months past due, your child may not attend classes until your account is PAID IN FULL.
7. Your account *must be paid up to date in full before* your student will receive their *costume, purchase tickets or perform in the recital.*
8. Parent/Guardian must notify the business office if you are **dropping a class**. By signing the policy statement you are acknowledging that your account *will continue to be charged tuition until parent/guardian* notifies the business office of withdrawal.
9. We must have policy / photo release *signed BEFORE you may attend any class!* (see registration form)

OBSERVATION Yes observation months: Oct, Jan, Feb, April & May. April observation all costumes will be handed out to accounts current. May observation for all classes will be for the last 10 minutes only. **NO** observation months: Sept., Nov, Dec., Mar. & June

We especially welcome PARENTS of our OLDER dancers at observation! We need your support & our dancers need it too! OBSERVERS please set a good example by NOT visiting with each other or distracting dancers in class. ☺

RECITAL COMMITMENT PLAN AHEAD FOR THESE IMPORTANT DATES!! When one dancer does not follow through, it affects the quality of performance for the entire class. Therefore you need to know that *if you miss class the last 2 weeks of the year or dress rehearsal or* if you cannot commit to *ALL* of your recital performances, you may lose the privilege of dancing in the recitals.

Early Grade (Pre-Dance-Level II/III classes): **Dress Rehearsal:** Friday, May 18, 2011 **Recital:** Saturday May 19, 2011

Showcase (Level III classes – Invitation Only): **Dress Rehearsals:** Wed. June 13 & Thurs. June 14 **Recitals:** Fri. June 15 & Sat. June 16.

COSTUMES & TIGHTS Will be due **December 1, 2011, plan ahead!** See prices on registration letter's class descriptions. Your \$20 costume deposit / class paid at registration will be deducted & the balance will be billed to your account. Please be aware that your costume fee does not include tights and they are BOTH due December 1st! *If October or November tuition is delinquent this costume deposit will be used for tuition payment.*

- ❖ *If your dancer drops BEFORE November 8, (& you are current on tuition payment), we will refund your costume deposit.*
- ❖ *If you drop dance after your costume is ordered **NO refund** will be given. You may pick it up after May 21st at the studio (we do not mail these).*
- ❖ *If you want your costume exchanged for a different size you will need to pay the costume company's exchange fee.*
- ❖ *Costume alterations are the responsibility of the parents &/or dancer.*
- ❖ **Tuition must be current through April for costumes to be released to dancers.**

DRESS CODE All shoes and dancewear are available through the studio It helps to BE a dancer when you LOOK like a dancer! Tights and leotard are a dancer's rehearsal costume. We ask parents to help your dancers understand & adhere to the following dress code.

BOYS (ALL STYLES OF DANCE): White (ballet) or black (tap or jazz) solid color t-shirts, black dance pants, boys black dance tights, black shorts or black sweat pants, white socks, & appropriate dance style black shoes. Hip Hop: See Below.

BALLET: Hair pulled back in a ponytail or bun (Intermediate to Invitation Only buns only) with *all hair* bobby pinned back out of face. Solid color leotard (older dancers-black is preferred) with pink tights & pink ballet shoes. NO jewelry except *very small* earrings.

JAZZ: Hair pulled back in a ponytail with *all hair* bobby pinned back out of face. Any color leotard with tights or fitted t-shirt with shorts & tights, or capri, or jazz pants (hemmed to ankles to see shoes). No jeans, PJ pants, sweatpants, or nylon jogging/warm-up pants, sweatshirts, or jackets! Jazz shoes a must. (Soft jazz shoes are preferred in all jazz classes, jazz sneakers permissible in Intermediate Jazz & above.) NO jewelry except *very small* earrings.

TAP: Clothing & hair same as Jazz above. Tap shoes a must.

HIP HOP: Moveable light comfortable clothes with light weight sneakers. Girls: Hair pulled back in a ponytail.

Pack your dance bag the night before & always come prepared! Big chunky shoes, jeans &/or not being in dance attire is NOT acceptable!

If you do not wear the proper dance clothes we reserve the right to ask you to leave class.

We WILL enforce dress code! We need to be able to see your bodies in motion and you need to be able to move freely & safely.

BEHAVIOR The director will not tolerate rude, disruptive or derogatory behavior or language on the premises. Such behavior is grounds for expulsion. Egotistical behavior and rude comments in class are NOT appreciated. HDDA does not practice nor tolerate language or behavior that could be construed as discriminatory towards race, religion, gender, economic or social status, bodily aesthetics, political affiliation or sexual orientation. Students and parents are expected to be respectful and courteous to each other and to the HDDA staff. Any student who is consistently disrespectful to the teacher and disruptive in class may be asked to leave the class & /or the studio, possibly permanently.

ATTENDANCE IS MOST IMPORTANT! We need ALL dancers present to keep the class moving forward at the SAME level & to work on choreography. Registering for a class is a commitment to your fellow students, your teacher & yourself. By signing our policy/release *you are agreeing* that you will call or email the studio about any absence & that 3 absences without a call will be cause for dismissal.

FOOD & DRINK *are only allowed in designated areas!!* When you register & sign the policy/release you are agreeing that if you bring food & drink to the studio lobby or ballrooms, you understand that it will be taken away from you & your parents called. If you bring it again WE WILL ASK YOU TO LEAVE & NOT RETURN! Parents please remind your dancers of this policy! Clear CLOSABLE water bottles with water are encouraged. We want a clean and neat studio for everyone to enjoy.

INJURY RELEASE HDDA and its instructors reserve the right to require a written release from your physician for an injury before participation in class.

PERSONAL ITEMS & CELL PHONES Cell phones MUST BE TURNED OFF and all items MUST be taken into class & put in cubbies. We are not responsible for lost or stolen items.

VACATIONS See HDDA's calendar!

WEATHER CONDITIONS If the Crook County Public Schools closed due to weather conditions, the studio will close also. If you are unsure check HDDA's website.