

Superior School of Dance

Policies and Procedures

TUITION

Tuition for Group Classes is billed every 4 weeks. Tuition amounts are automatically adjusted for weeks that the studio is closed for breaks. Tuition is due by the first day of each billing period. Payments more than 5 days late will be charged a late fee of \$10. Families can opt to enroll in autopay to have their balance due automatically charged to their payment method on file at the beginning of each billing period.

Billing period due dates:

2023-Sep-11

2023-Oct-09

2023-Nov-06

2023-Dec-04

2024-Jan-01

2024-Jan-29

2024-Feb-26

2024-Mar-25

2024-Apr-22

Tuition WILL be pro-rated for students joining mid-billing period. Tuition WILL NOT be refunded if a student drops out mid-billing period. Exceptions for extenuating circumstances may be discussed on a case by case basis. Students dropping a class MUST notify the studio via email in order to be unenrolled.

Discounts are given for students enrolled in multiple classes:

2 Classes = 5% discount off of total

3 Classes = 7.5% discount off of total

4 Classes = 10% discount off of total

5 Classes = 12.5% discount off of total

6 Classes = 15% discount off of total

Families with multiple students enrolled will also receive a 5% discount off their total.

REGISTRATION FEE

An annual fee of \$15 per student or \$25 per family will be charged at the time of registration.

SPRING PRODUCTION

NEW THIS SEASON – We will have two separate Spring Performances!

- **Young Dancers** (Creative Movement 1 and 2, Fundamentals, and Mini Hoppers) will have their own recital where they will perform the group dances in a smaller performance with our Performance Companies. Tentative date of the performance is Saturday, May 11.
- **Level 1 and up** - All of our group classes in technique levels 1 and up will participate in our annual Spring Production at the Rozsa Center (tentatively May 18-19). All dancers will be required to attend rehearsals at the theater during Production Week, (tentatively May 14-17). It is assumed that students plan to participate unless you contact the studio to let us know that you would like to opt out. A production fee of \$10 per class will be added to your final billing period of the season (April 22).

COSTUME FEES

All students must purchase their costumes for Recital and Spring Production (excluding soloist and adult class costumes). A deposit of \$40 per costume for Young Dancers will be charged in increments of \$10 over the course of the first 4 billing periods. A deposit of \$50 per costume for Level 1 and up will be charged in increments of \$10 over the course of the first 5 billing periods.

Costumes for Spring Production will be ordered by January 30, 2023. If we have not received a costume deposit, a costume will not be ordered for the student until the deposit is received. Any costumes ordered after the deadline cannot be guaranteed to arrive in time for the show due to long processing times with some costume companies.

The remainder of the costume balance will be billed with January 29 tuition. Final costume prices vary based on class and costume.

ATTENDANCE POLICY

Regular attendance is key for dancers to safely progress in their classes. It is also extremely important when it comes to preparing for our Spring Production at the end of the year as group dances are dependent on practicing together.

A student may only miss TWO classes during the final two months before spring production. For each additional class missed, the student will be required to schedule and pay for a private lesson with their dance teacher to make up for the dance time missed. In addition, a student cannot miss any class the final two weeks before spring production. If they do, the above private lesson requirement may be enforced by the instructor. Students may not miss any rehearsals that are held during production week at the theater.

Any breach of this attendance policy may result in the student not being allowed to perform in the Spring Production. This will be at the instructor's discretion. No refunds will be given in this case. If you have any unavoidable conflicts as we near Spring Production, please talk to your instructors ahead of time so that we can work to accommodate you!

MISSED CLASSES

No tuition adjustments or refunds will be made for missed classes.

All classes will be available to join via Zoom if you are unable to attend in person and will be automatically recorded (teacher view only) for anyone who is absent. Students will have the opportunity to catch up on everything they may have missed by watching their class recordings.

SNOW DAYS

With our ability to run classes remotely, snow days are a thing of the past! If area schools are closed due to bad weather, we will still run our classes as scheduled via Zoom. If there are any issues with a teacher's connectivity to the internet on that day, they will have a pre-recorded makeup class available online for students to use instead.

DRESS CODE

Students must follow the dress code for all classes. If a student arrives to class without proper dance attire and hair, they may be asked to sit out and observe class at the teacher's discretion. Proper dance attire is imperative as it allows dancers' movement to be uninhibited and allows teachers to fully see their bodies in order to properly give corrections and ensure safe technique.

Creative Movement 1 and 2:

*Leotards of any color may be worn for class. Leggings, shorts, and dance skirts or tutus are permitted. Ballet pink tights and pink ballet slippers are required.

*Boys may wear a t-shirt, tank, or leotard and athletic shorts or pants of any color. Black ballet slippers are required.

Fundamentals:

Same dress code as Creative Movement classes. Black tap shoes are also required.

Mini Hoppers:

Any type of athletic pants or shorts and tshirts or tank tops may be worn. Clean black sneakers are required (must only be used for dance class, not worn outside as this tracks dirt into the studio).

BALLET:

Leotards in appropriate class colors (listed below) with ballet pink tights and slippers. Boys may wear a form fitting tshirt/tank/leotard (in appropriate class color) and black dance tights/leggings with black ballet slippers. Canvas slippers are recommended. Warm-Up items such as ballet sweaters and leg warmers may be worn for a portion of the warm-up at the teacher's discretion. **HAIR MUST BE WORN IN A TIGHT BALLET BUN!** Students with short hair must make sure that their hair stays securely out of their face with a headband or clips.

Class Colors

* Ballet 1: Light Pink

- * Ballet 2: Light Blue
- * Ballet 3: Purple (any shade)
- * Ballet 4: Burgundy
- * Ballet 5: Black
- * Ballet 6: Any color or pattern

JAZZ:

All Jazz students must wear black leggings, capris, or shorts and tan jazz shoes. Any color leotard may be worn. Form fitted tanks and shirts may also be worn at the teacher's discretion. NO BAGGY TOPS. Long hair must be fastened back in a secure ponytail, braid, or bun. Shorter hair must be pulled off the face.

HIP HOP:

All Hip Hop students may wear any color athletic pants or shorts. Form fitted tanks and shirts are permitted. Solid black athletic shoes or dance sneakers are required (must only be used for dance class and not worn outside). Hair must be secured off the face.

TAP:

Black tap shoes are required, Oxford style recommended. All tap students may wear any color athletic pants or shorts. Form fitted tanks and shirts may be worn. Long hair must be fastened back in a secure ponytail, braid, or bun.

MODERN:

Any color leotard and any color leggings, capris, or shorts may be worn. Form fitted tanks and shirts may be worn at the teacher's discretion. NO BAGGY TOPS. Footless or transition tights are optional. Dancers must dance barefoot. Long hair must be fastened back secure in a ponytail, braid, or bun. Short hair must be pulled off the face.

In Studio DANCER ETIQUETTE

- Be on time! If you are more than 15 minutes late for class, you may be asked to sit out and observe class (this is for safety reasons).
- No talking in class unless you are asking/answering a question or it is during a break time. This can be a distraction to other students and also make it hard for any students on Zoom to hear the teacher.
- Absolutely no gum chewing in class.
- Only water is allowed in the dance studios. Please, no juice, pop, or anything with sugar in it as this can damage the dance floors.
- No jewelry or watches (this includes smart watches) should be worn. Small stud earrings are allowed.
- Leave your phone on silent in your bag during class and do not check it unless you have asked the instructor for permission.
- Bathroom breaks should be taken before class begins, unless there is an emergency.
- Do not touch the barres or sit down in class unless you are told to do so.

- Never touch the mirrors.
- Show respect for your instructors, fellow students, and the facility at all times.

Zoom DANCER ETIQUETTE

- Wear appropriate dress code approved dance attire and hair – this will help you get in the right mindset for class even when you are at home.
- Do not use the chat function to talk to classmates during class. This is the same as chatting during class in the studio.
- Keep your camera on during class (unless you are having connectivity issues and you need to turn off your camera to save bandwidth) so that the teacher can see what you are doing and give corrections. Do not use a digital background as it makes it harder to see you fully.
- Raise your hand if you have a question and make sure to give a thumbs up or thumbs down when the teacher asks the class a question.

DISCIPLINE

All instructors use a “3 Strikes” policy in class. If any student receives 3 warnings during a class period, they will be asked to sit out and observe for a short period of time or the rest of class. If behavior continues or worsens, a parent may be contacted. In the case of continual or extreme misbehavior, the student may be dismissed for the rest of the season. In this case, no refund will be given.

Reasons for discipline include, but are not limited to, behavior that is disrespectful or harmful toward staff, another student and/or adult, to studio property, consistent tardiness to class, stealing, etc.

LOST and FOUND

Please take the time to put your name in all of your belongings. (Inside BOTH shoes, on jackets, on water bottles, etc.) Students need to be responsible for their property. The lost and found will be emptied monthly, please check it regularly.

We recommend Mabel’s Labels as their products are great and 20% of all your purchases go to our Scholarship Fund! Check it out here: type in “Superior School of Dance (Atlantic Mine)” to make sure we get credit for your purchase, https://mabelslabels.com/en_US/fundraising/support/