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## Policies and Procedures

- Monthly payments are due the first class period of the month. A grace period will extend to the second class period of the month. After that, any balance will have a five dollar late fee attached
- Any student with a balance left by the recital will not be allowed to perform. Remember each child works hard to show you what they've done. Please try to get all payments in on time
- There is a \$15 registration per family fee due at the time of registration
- To protect all the dancers, street shoes are not allowed in the studio and dance shoes are not to be worn outside
- Although no strict dress code is required, the student should wear something they can move in and is not baggy, so the teacher can see the movement
- Gum is prohibited
- Tuition is to be paid with the assumptions that the student will attend all classes. There will be no refund for missed classes. Doors will only be open during that time.
- Students need to be picked up no more than five minutes after class and dropped off no more than 5 minutes before.
- To ensure undivided attention. Parents are allowed to attend the last 15 minutes of class on the last class day of the month to view the child's progress. (During pandemic, this privilege will be taken away)
- There will be additional fees for costumes and recitals. We will try to keep these fees minimal
- Classes may be either substituted or taught by older students and will be left to teacher discretion
- There may come a time when classes will need to be held digitally. You will be required to attend the same as regular class.
- Teacher has the right to cancel up to three classes per year with no refund due to sickness or vacation

\*We will follow the academic school year for all holiday breaks with the exception of Christmas, there might be a makeup class.



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Student's Name \_\_\_\_\_ Age \_\_\_\_\_

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Gaurdian's Name \_\_\_\_\_ Phone # \_\_\_\_\_

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Home Address \_\_\_\_\_

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City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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Emergency Contact Name \_\_\_\_\_ Phone # \_\_\_\_\_

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E-mail address. I use email as my main form of communication..

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*Release Form*

I have read the 'policies and procedures' and intend to follow the information there in. The teacher will make every effort to ensure the safety of the students in class but I understand it is a physical activity. I hereby release D for Danze from all claims of damages and injury suffered by the student. I also understand that if my child needs assistance in the rest room the teacher may be required to help. I realize that there are cameras in the studio for both the safety of the students and teachers. By signing I agree to the aforementioned terms.

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Signature of Legal Gaurdian \_\_\_\_\_ Date \_\_\_\_\_

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Print Name \_\_\_\_\_