Document 2

**Attendance Procedure**

* It is absolutely crucial for your child to be in class in order to learn choreography, acquire technical elements, strengthen their ballet skills and improve as a dancer overall. We cannot help them advance if they’re not in attendance.
* If a student misses one of their routine classes, they must be caught up the next time they come. The choreographer is not responsible for re-teaching any material during class. The student may meet up with another student from the class, or the choreographer will be available for a private lesson to re-teach material. Private lesson fee is $30.
* Each student is allowed 6 absences over the course of the year (August-May).
	+ If a student is absent due to a vacation and misses multiple days (i.e. Monday, Wednesday, and Friday) an absence will be recorded for each day missed.
	+ If a student misses one class within her block of classes (i.e. she comes to character, but leaves for hip-hop) it will still count as 1 entire absence.
	+ If a student misses an entire block of classes (i.e. she is gone for the entire night on Monday- totaling 5 classes) it will only count as 1 absence.
* If a student reaches the 6 absence maximum, they will not be allowed to perform at the next immediate performance until one or more of the absences is made up. This is subject to change if, and only when, sitting out of the performance causes more work/grief for the choreographer and other dancers.
* You can make up an absence by scheduling a private lesson with one of the staff members. The private lesson fee is $30.
* Missing a competition and/or performance without communication and/or enough notice to suffice, your dancer may be asked to sit out of the next competition (i.e. competitions are scheduled for back to back weekends which will not allow a full week of classes to rearrange formation).
* Communication is key! Talk to us and we can ALWAYS find a solution that benefits the entire team (teachers and dancers included).

*Note: By signing the contract, you agreed to commit to this year of dance, which includes attendance. Your child missing dance is something that affects them, you as a parent, their teammates, the choreographer, and the studio as a whole. Very seldom in TDS history have we had to enforce the attendance procedure. We hope to continue that this year.*