

# 2022 - 2023 Studio Handbook

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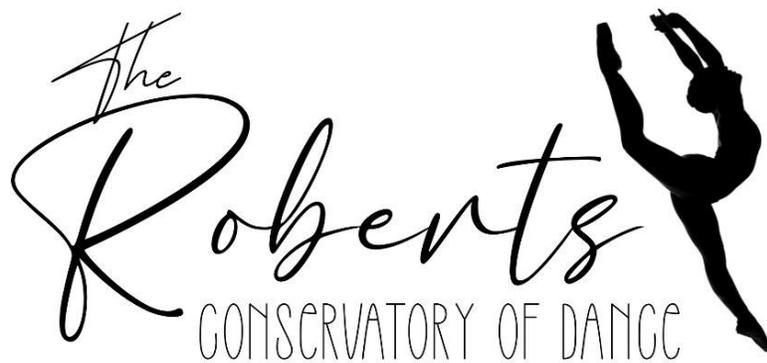
[www.robertsdance.com](http://www.robertsdance.com)

[Robertsdanceinfo@yahoo.com](mailto:Robertsdanceinfo@yahoo.com)

Private Facebook Page: RobertsDance

Instagram: RobertsDance

Join our Mass Text: To join– Send a text to 81010 with the message @fe74fg7



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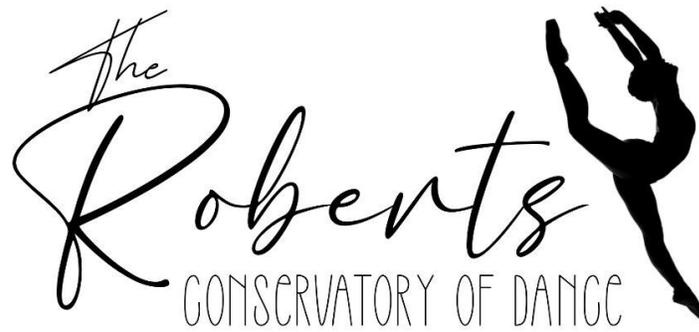
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# STUDIO GOALS

1. To develop confidence and a high level of self—esteem in every student.
2. To encourage all students to achieve their personal goals.
3. To provide a family friendly environment, and for all of our classes to be a fun and positive experience.



We do our best to organize our program so that the needs of each student are of the utmost importance. Parents are always encouraged to watch all of our classes through our large observation windows into each of our studios. We provide each student every opportunity to achieve individual success and to reach their goals.

# TUITION

## The Roberts Conservatory of Dance 2022-2023 FALL / SPRING CLASS FEES

30 Minute Class	\$47.00 per month
45 Minute Class	\$57.00 per month
Private Class (15 minute time slot per week)	\$60.00 per month
Private Class (30 minute time slot per week)	\$120.00 per month
Semi Private Class (15 minute time slot per week)	\$35.00 per month
Adult Classes	1 Style—\$25.00 per month, 2 Styles—\$45.00 per month, 3 styles—\$60.00 per month, 4 styles—\$70.00 per month

### DISCOUNTS:

First Class	Full Price
Second Class	\$10.00 Discount
Third Class	\$15.00 Discount
Fourth Class	\$20.00 Discount
Fifth Class	\$25.00 Discount
Individual Cap Discount—Student can take unlimited classes in their age and level (not including Private or Semi private lessons)	\$225.00 per month
Family Cap Discount—Dancers in the same household can take unlimited classes in their age and level. This does include adult	\$325.00 per month

**\*\*Discounts are for one dancer or if you have multiple dancers in the same household.**

### REGISTRATION FEE:

There is a \$25.00 non refundable registration fee for all new students that is due within 7 days of registering.

### FORMS OF PAYMENT:

- Cash
- Check (checks made out to Roberts Dance)
- All Major Credit Cards

Each family is required to have a current credit card on file in our office. All fees not paid by the 5th of the month will have their card ran for their tuition amount plus \$5.00 fee for running the card. You can pay prior to the 5th by cash, check, credit card or money order in our office, over the phone or drop off to our locked box outside.

### **Tuition Continued:**

- 1. Each family is required to have a credit card on file with us. You have the option to pay your class fees via check, cash or card prior to the 5th of the month. On the 6th, if you have not paid, your credit card on file will be run for your tuition amount plus \$5.00 for running the card.**
- 2. If your card is declined, you will have 24 hours to get us payment or new card information or a \$25.00 late fee will be applied to your account.**
- 3. If you decide to withdraw your dancer from our program you need to do so by emailing the studio before the 5th of that month or your card will be charged.**
- 4. You must have a \$0.00 balance on your account before you can purchase tickets to the Holiday show or June show.**
- 5. We are a tuition based program. Each month will be the same monthly fees. Tuition is spread out through 10 months for your convenience.**

# **WAYS TO STAY INFORMED**

- 1. Keep your email address up to date through your parent portal or by notifying our office. We send out mass emails every month. If you are not receiving our emails, please check to make sure your email address is correct.**
- 2. Facebook—We have a Private face book page that we keep up to date with all info—Roberts Dance**
- 3. Mass Text—Join our mass texting for free! Send a text to 81010 with the message @fe74fg7**
- 4. Information Table and TV in our front waiting room—will have all up to date information and upcoming events posted**
- 5. Website—[www.robertsdance.com](http://www.robertsdance.com)**
- 6. Monthly newsletters—will be emailed out, posted on social media and sent out via mass text**

# STUDIO POLICIES

1. **COVID PROTOCOL**—This will be updated monthly and will be posted in our monthly newsletter. We will take every action to keep our students, staff and families safe. As things change, so will our policies.
2. **SNOW DAYS**—If we cancel classes due to weather we will do the following:
  - Mass email
  - Mass Text
  - Post on Facebook
3. **PERSONAL BELONGINGS**—All Dancers need to have all of their belongings in a dance bag that they keep in the studio with them unless their parent is present. All water bottles need to have the dancers name on the bottle. Please label all dance shoes with your dancers name or initials. No food or beverage inside the studio (aside from water bottles) and absolutely no gum in the dance rooms.
4. **CELL PHONES / SMART WATCHES**—All cell phones must remain in dance bags and silenced. Dancers will not be permitted to check their phones during their class. If a student is consistently checking their smart watch or caught texting with their watch, their teacher will ask them to keep their watch in their dance bag.
5. **DRESS CODE**—Our studio dress code will be strictly enforced. If a student repeatedly comes to class not in dress code, we will send an email to the parent(s).
6. **Account balance must be at \$0.00 for dancer to be able to participate and parents to purchase tickets to both the holiday show and June show.**
7. **RESPECT FOR TEACHERS AND STUDENTS**—We expect all of our students to show respect towards their teachers and fellow students.
  - Not talking when the teacher is talking—what is said to one applies to all.
  - Raising your hand to ask a question
  - Being on time, dressed appropriately for class and ready to work.
8. **CONCERNS / QUESTIONS**

If you have any questions or concerns we ask that you please do not ask your child's teacher in between classes or during classes as this holds them up from starting their next class on time.

  - You can email the studio—[robertsdanceinfo@yahoo.com](mailto:robertsdanceinfo@yahoo.com)
  - Talk to our office staff who will get your message to the appropriate person who will then contact you

**9. OBSERVATION / WAITING ROOMS**—We encourage parents throughout the year to make use of our observation windows to observe your child’s class. Please keep the waiting area quiet so parents can enjoy watching their child’s classes and so it does not disrupt any classes that are in session. No parents, siblings or friends will be allowed in the dance rooms.

**10. INJURY / MISSING ITEMS**—The studio is not held responsible if a child is injured or a belonging is lost or stolen. If a child is injured, we will apply basic first aid and take other actions if need be.





# The Nutcracker With A Twist

The Nutcracker with a twist will be the traditional Nutcracker story with a twist! We will be incorporating all styles of dance into this production!

All of our dance classes will be involved with this show aside from:

- Open Gym / Acro Classes (including Tumbling Tots)
- Parent and Me
- Competitive Teams
- Adult Classes
- Solos, duets & Trios

1. This show will be held in December at Kent Roosevelt High School Auditorium. We will know the specific date in the fall and will let our families know ASAP.
2. Tickets will need to be purchased for this show—Price TBA
3. COSTUMES
  - Each Dancer participating in the show will be required to pay a \$25.00 recital fee. What does this fee cover?
    - A. Recital t-shirt for each dancer
    - B. All costume rentals, maintenance and cleanings.—We do not purchase costumes for this show. Dancers will borrow costumes for the show and then return them after the show is over.

## JUNE SHOW

Our big end of the year show will be the 3rd weekend in June held at Kent Roosevelt High School Auditorium. All of our classes participate in the show (aside from acro & tumbling tots). This show is optional and costumes for this show will need to be purchased.

Tickets will need to be purchased for this show—Price TBA

Costume Fees:

\$50.00 per dancer deposit towards costumes will be required in September which is non refundable. Your remaining balance will be sent out in November. This deposit must be paid by cash or check and separate from class fees.

# LIABILITY WAIVER

Must be signed and turned into our office before your child can start dancing.

As with all physical activity there is a risk of injury. Even though The Roberts Conservatory of Dance takes precautions to assure a safe environment, physical activities such as those taught or participated in at The Roberts Conservatory of Dance have a risk of injury.

I agree to be solely responsible for any and all costs incurred by me and / or my child as a result of any injury sustained from participation in any classes while at The Roberts Conservatory of Dance or at another location with The Roberts Conservatory of Dance. If a parent or guardian is not present, I authorize The Roberts Conservatory of Dance staff, in the event of illness or injury, to administer emergency care and to arrange for any emergency medical transportation to the nearest healthcare facility deemed appropriate.

I understand that every effort will be made to contact the parent, guardian or emergency contact prior to any involved treatment. I agree that my insurance carrier or I will bear financial responsibility for any medical treatment administered under the above guidelines.

Please initial below:

\_\_\_\_\_ I understand and agree to the tuition policy set by The Roberts Conservatory of Dance

\_\_\_\_\_ I understand and agree to all policies stated in this handbook

\_\_\_\_\_ I understand that class fees, costume fees and recital fees are non refundable once paid

\_\_\_\_\_ I understand and agree to the liability waiver

\_\_\_\_\_ Initial here to give the studio permission to use any photos or videos of your dancer for promotional purposes on social media.

Student's Name(s): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_