



“Building Character, Discipline and Responsibility Through the Creative and Performing Arts”

Joanne Horn, Director
Anne Reagan, Assistant Director

1037 Seashore Road ~ Cold Spring, NJ 08204 ~ 609-884-2600 ~ 609 861-5991

SCHOOL POLICY 2018-2019 SESSION

CURRICULUM: Ballet / Pointe, Jazz Dance/Hip Hop, Tap Dance, Broadway Theatre, Guest Teachers, Gymnastics, Contortion, Lyrical/Contemporary, Adult Classes, Private Lessons, Children's Classes: Classic Combo, Boys Hip Hop, Teen Jazz

PERFORMING COMPANIES: Apprentice, Mini, Difference, Jr. Sophisticated and Sophisticated

SCHOOL CALENDAR: Dance Classes begin September 10, 2018, Thanksgiving - Closed Nov. 21st - 25th, Christmas - Closed Dec. 21st, Easter - TBA, Last Day of Classes - May 25, 2019, Spring Dance Musical Rehearsals - May 26, 28, & May 30, 2019, Spring Dance Musical - May 31 & June 1, 2019

CLASS FEES: \$8.50 - Combo, \$9.00 45 min. classes, \$9.50 1 hr. classes, \$12.00 1 1/2 hr. Classes, GUEST CLASSES - \$10 - \$25 depending on class, \$45.00 - Private Instruction 1/2 hour, \$45.00 - Semi-Private Instruction 1/2 hour, \$10.00 ALL COMPANIES, \$12.00 Company Rehearsals

Payment is due 1st of each month. Advance payment can be made. Payments after the 15th are considered late.

RECITAL COSTUME: \$65.00 All Child Combination Classes, \$85.00 All other classes unless otherwise notified, Costume Fee Exchange: \$10.00 Costume Alterations: \$10.00, Costume fees due by November 15th, 2018 THERE ARE NO REFUNDS ON COSTUMES, All lessons must be paid to have costumes ordered. No costume will be distributed until account is current.

REGISTRATION/ RECITAL: Registration: \$25.00 (Payable at time of Registration) No Refunds, Recital - \$175.00; Includes 2 Dance Student passes; 2 Dance parent passes; 5 tickets; rehearsals & performances (tickets individually \$20.00) No Refunds

DISCOUNTS: Registration: \$5.00 reduction after 1st family member, Recital: \$40.00 fee per child, after 1st child, Classes: \$1.00 reduction per class for family or individual w/5 classes or more (excludes company)

PENALTY FEES: \$25.00 on returned checks. Anyone having a returned check will be required to pay by money or cash. \$15.00 on late costume fee. \$15.00 on late recital fee (May 25, 2019), Delinquent payments will be charged \$10.00 late fee per month. Any payment made after Dec 7 for lessons or costumes must be paid by money order or cash. Any payment after May 15, 2019 must be paid by money order or cash.

STUDIO RULES/ Cell Phones Social Media: There is absolutely NO use of wireless devices in the studio. Cell phones and or any other devices need to stay inside students' bags. NO negative facebook, texting, or any social media is allowed regarding students and teachers of JRDS. NO videotaping or photos unless approved for class by Miss Anne or Miss Joanne Horn. STUDENTS OR PARENTS ARE NOT TO TEXT ANY JRD STAFF MEMBER REGARDING ANY ISSUES IN CLASS OR STUDIO PROBLEMS. ANY AND ALL CONCERNS ARE TO BE REPORTED TO THE FRONT DESK OR TEXT TO ANNE REAGAN 408-0543.

DRESS CODE: We encourage you to order items through the studio to be sure of correct sizing and uniformity.

PRIVATE LESSONS - All private lessons for recital performance must be approved and registered by December 7, 2018. Music choice must be approved by Anne Reagan. Time of piece will be at the discretion of Anne Reagan. Any and all students applying to perform a solo, duo, etc. **MUST** have maintained and must continue to maintain a 95% attendance level in all classes. This requirement is a prerequisite in consideration of any and all solos. All private lessons must be paid at the time of the lesson. Class time for private lessons will be at the convenience of the teacher, not the student. Studio owns choreography and performance thereof outside the studio must be cleared and approved by Anne Reagan.

ALL TEACHERS RESERVE THE RIGHT TO DISMISS A STUDENT FROM CLASS IF THEY ARE NOT PROPERLY DRESSED & COIFED. NEATNESS IS A MUST!! SLOPPINESS WILL NOT BE TOLERATED!

RECITAL REQUIREMENTS: All students performing in recital **MUST** attend **ALL REHEARSALS!** **CHECK NOW WITH SCHOOLS FOR TRIPS. IT IS NOT AN EXCUSE.** Anyone missing rehearsal will not be able to perform. Only student who is performing is to attend rehearsal with a parent or guardian, no siblings or guests are to attend rehearsal. **PLEASE!!** This is the time needed for the performing student. Guests and family come to the performance.

PICK UP OF STUDENTS: Parents are to be expected to pick up their children at the finish time of class. The studio is not a day care or night care service. Students **MUST** wait inside the studio for parent. They are not allowed to wait outside.

INJURY & ILLNESS POLICY: There are no excused absences for illness or injury. Observation is discouraged and recovery is encouraged. Students will need clearance from parent & doctor for reentry into class after prolonged illness or injury. Injury or illness will be evaluated by Joanne Horn and Anne Reagan as to students ability to observe.

ATTENDANCE AND TARDINESS: Students should call in if they are not going to attend class and are to ask the office manager for a class makeup. **ALL CLASSES MUST BE PAID FOR. There are NO excused absences.** Make up classes are available as a courtesy. Punctuality to class is essential. It is imperative for students to be to class on time. It is advised that students arrive to class 10 minutes before class to have time to get situated for class physically and mentally. Tardiness will impair a students learning ability and will develop bad habits for appointments in everyday life. **STUDENTS MUST FILE AN ABSENTEE NOTIFICATION FORM FOR ADVANCED ABSENCE. Get form from the Front Desk. THERE ARE NO REFUNDS OF PAID CLASS PAYMENT IF STUDENT DISCONTINUES CLASS.**

INCLEMENT WEATHER: In the case of inclement weather (eg. Snow, hurricane), studio closing will be posted on our Website and JRD Studios FaceBook page and Instagram @joannereagandance

WEBSITE: Refer to our website frequently at www.joannereagandance.com for important information and calendar of events. **Important info is posted on our Facebook page @ JRD Studio and you can follow us on Instagram @joannereagandance and like our page at Joanne Reagan Dance.** Student and Company member of the week will be posted on Facebook.

OBSERVATION OF CLASS: Will be determined randomly by Joanne Horn. Last 2 weeks of class will have definite observation.

FOOD AND DRINK: Snacks and drink are available at the studio. Students may bring their own snacks as well. They are to be eaten carefully in the lounge area and to be disposed of properly as well. The lounge area is predominantly for the students. They are expected to respect it. Students are also expected to respect outside areas of the studio as well. **ABSOLUTELY NO GUM IN THE ENTIRE BUILDING!**
NO FOOD OR DRINK IN CLASS ROOMS. (unless allowed by teacher(s))

CONFERENCES: Any parent needing a conference to discuss class or their child with a staff member is to schedule an appointment with the Front Desk. All conferences must be done in person. See first page Studio Rules.

**If Student or parent have a studio related concern, they are to discuss it in private with Joanne Reagan Horn, or Anne Reagan.

IT IS IMPORTANT THAT YOU TAKE THE TIME TO READ THIS POLICY. IF YOU HAVE ANY QUESTIONS PLEASE CALL 609-884-2600 or EMAIL MISS JOANNE R. AT joannereagandance@yahoo.com

Student(s) Name(s) _____

I _____ (Parent or Guardian) have read the policy of the Joanne Reagan Dance Studios, Inc. I understand them and will adhere to them.

___ I permit Joanne Reagan Dance Studios to use any video or photographic pictures taken of myself or my child, for any promotion and / archival purposes.

___ Please do not use my child or my images for any purpose.

SIGNATURE: DATE: Parent or Guardian (Person responsible for class payments)

••• JOANNE REAGAN DANCE STUDIOS •••