

## **P & P DANCE CENTRE STUDIO POLICIES 2018 / 2019 Season**

Thank you for your interest in P & P Dance Centre. The following is a list of policies and important information regarding our studio. Please review carefully.

***\*\*A minimum of 4 students is required to keep a class open. If the minimum is not met, students will be moved to another class.***

- ❖ Students must arrive at least 10 minutes before class begins.
- ❖ Students must be picked up from the studio within fifteen minutes of the conclusion of their classes.
- ❖ Please notify the studio as soon as possible of a class absence.
- ❖ Missed classes may be made up in another class of similar age and level.
- ❖ If a student is absent for more than three classes during the months of February through May, they may not be eligible to participate in the annual recital.
- ❖ All monthly tuition payments are to be paid in full by the 1<sup>st</sup> of each month. Tuition may be paid in person, by mail or by using our office drop box located outside the office window.
- ❖ We accept payments in the form of cash, check, Visa/MasterCard, American Express or money order.
- ❖ Please place students name and telephone number in the memo portion of your checks.
- ❖ Payments made after the 10<sup>th</sup> of each month are subject to a \$10.00 administrative fee.
- ❖ Students may be asked to sit out of class if tuition is not received by the 10<sup>th</sup> of the month. Please see the desk if payment options are needed.
- ❖ Tuition is based on a four-week month. Tuition will be the same whether it is a three or five week month.
- ❖ There are NO PRO-RATED FEES for missed classes or holidays. There will be NO REFUNDS for classes missed.
- ❖ There are NO REFUNDS for Tuition, registration fees or costume deposits.
- ❖ Accounts will be charged a \$35.00 NSF charge for any returned checks from the bank.
- ❖ All students agree to participate in the annual recital and all rehearsals that will be scheduled unless specified at the time of registration.
- ❖ Students will respect their teachers and fellow students at all times.
- ❖ Parents will make an appointment to speak with a teacher and never approach them between or during classes.
- ❖ The reception/waiting area is available to parents while students attend class or are waiting to attend class. All young children must be under supervision of a responsible adult. Children are not permitted to play in the parking lot.
- ❖ Our dance studio is a smoke free area.
- ❖ If the studio is closed due to inclement weather or world events, the class will be made up at a later date or the student may attend another scheduled class as a make-up class. Notification will be made through our website, Facebook and remind101.
- ❖ In case of a withdrawal from P & P Dance Centre, the studio should be notified immediately. Until such time, the space will be held for the student and tuition will continue to be invoiced to the parents or guardians.
- ❖ Students should arrive dressed ACCORDING TO THE DRESS CODE and with all necessary shoes. Student's names should be in all shoes and dance bags. Students who are not adequately prepared will be asked to observe only.
- ❖ The staff will assume no responsibility for lost, stolen or misplaced items.

- ❖ Proper respect for the director, staff, studio, curriculum, fellow students and facility is EXPECTED of all students and parents at all times. Fighting, name-calling and rudeness will not be tolerated!!

**Classes for the 2018/2019 Dance Season will begin on Monday, September 10th!!**

**Dress Rehearsal will be held on Saturday, May 18<sup>th</sup>!!**

**27<sup>th</sup> Annual Dance Concert will be held on Saturday, June 1st!!**

### **HOLIDAY AND SCHOOL BREAK SCHEDULE**

**Halloween** - There will be no classes on Wednesday, October 31<sup>st</sup>.

**Thanksgiving Break** - There will be no lessons on Thursday, November 22<sup>nd</sup> or Friday November 23<sup>rd</sup>. Classes will resume on Monday, November 26<sup>th</sup>.

**Holiday Break** - The studio will be closed beginning on December 24<sup>th</sup>. Classes will resume Monday, January 7<sup>th</sup>.

**Good Friday** - The Studio will be closed on April 19<sup>th</sup>.

**Spring Break** - The studio will be closed beginning on April 1. Classes will resume on Monday, April 8<sup>th</sup>.

**Memorial Day** - The studio will be closed on Monday, May 27<sup>th</sup>

### **STUDIO DRESS CODE**

#### **FEMALE DANCERS:**

\*\*Proper undergarments should be worn depending on body type. Hair should be up, off the face and neck at all times. NO JEWELRY ALLOWED during class.

**BALLET DRESS CODE:** All students participating in a ballet class (except for Pre-School Combo) must wear a solid color leotard with tights. Pink tights are preferred but not required. Pink leather ballet shoes must be worn on the feet. Ballet skirts and sweaters if needed are allowed. No baggy clothes!!

**JAZZ DRESS CODE:** All students participating in a jazz class must wear a solid color leotard or bikertard. Black, tan or pink tights are allowed. Jazz pants or Capri's are permitted. Most classes do not use shoes. No baggy clothes.

**TAP DRESS CODE:** All students participating in a tap class must wear a solid color leotard or bikertard. Short athletic shorts, Capri pants or Jazz pants (above the ankle) or tights may be worn. No baggy or loose clothing. NO JEANS!!

**HIP HOP DRESS CODE:** All students participating in a Hip Hop class may wear any casual clothing with the exception of skirts or short shorts. Please, no jeans.

**GYMNASTICS CLASSES:** All students participating in Gym classes must wear a leotard or bikertard. No skirts on leotards. Tights are optional. Hair must be up, off the face. NO JEWELRY!!! No cover-ups are allowed.

## **MALE DANCERS:**

All male dancers should wear solid color sweatpants; dance pants or shorts along with a solid colored T-shirt. Appropriate shoes must be worn at all times. Black ballet shoes for ballet, black leather tap shoes for tap. Casual clothing may be worn for Hip Hop class. NO "hanging pants".

## **RECITAL COSTUMES**

In an effort to make payments less cumbersome to our clientele, P & P Dance Centre has set-up a "costume payment plan" for its students and their families.

<b><i>OCTOBER 10th</i></b>	<b><i>NOVEMBER 10th</i></b>	<b><i>DECEMBER 10th</i></b>
\$30.00/class	\$30.00/class	Remaining balance

## **P & P DANCE CENTRE TUITION/FEEES**

All tuition is due on the 1<sup>st</sup> of each month and payable through the 10<sup>th</sup>. A \$10.00 administrative fee will be applied to all delinquent accounts as of the 11<sup>th</sup> of each month. If tuition is paid by check, please include the dancers name and phone number in the memo part of your check. Payments may be made in person, through the mail or by using our drop box outside the office. We accept cash, checks, Visa or MasterCard. (A 3% convenience fee will be applied to all SWIPED credit card purchases. 3.5% fee for manually imputed charges)

YEARLY REGISTRATION FEE - \$40.00/year. Additional family members are \$25.00 each.

45 MINUTE DANCE CLASS - \$40.00 PER MONTH

60 MINUTE DANCE CLASS - \$44.00 PER MONTH

\*Multiple class discounts: Take \$3.00 off the second-class & any additional other classes  
ADULT CLASSES - \$30.00 PER MONTH (No additional discounts may be applied)

PRIVATE SOLO LESSONS: \$300.00 Choreography fee to set piece

PRIVATE DUET/TRIO LESSONS: \$350.00 Choreography fee to set piece.

\*Additional classes are available for \$20.00/half hour or \$70.00/month for 4 half hour lessons.

GYMNASTICS FEES for 15 Week Session/20 Week Session:

45 MINUTE CLASSES - \$195.00 for 15 weeks / \$260.00 for 20 weeks

60 MINUTE CLASSES - \$225.00 for 15 weeks / \$300.00 for 20 week

GYM /DANCE CLASS - \$50.00 PER MONTH

**\*There are no refunds on prepaid tuition!!**

**\*\*Dance Classes run from Sept. through May.**

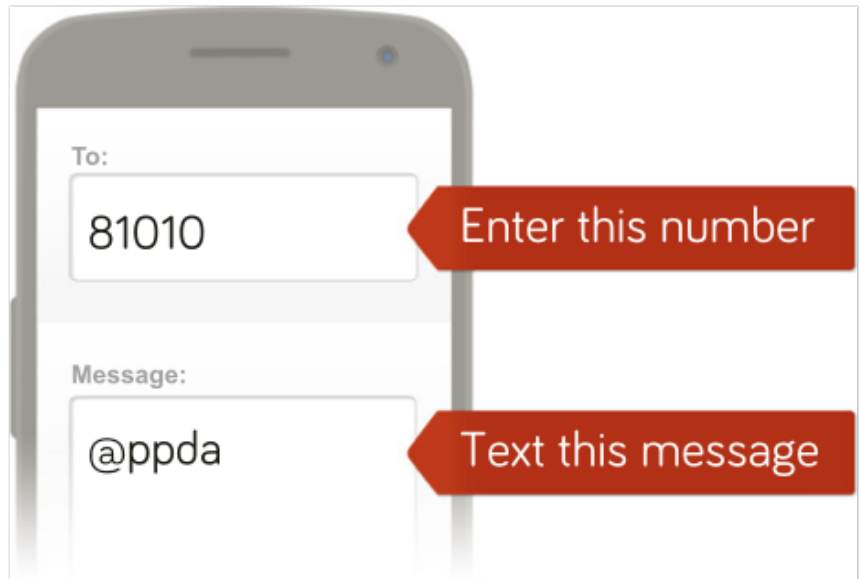


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