

HOUSE KEEPING RULES

J'Danse Studio is committed to providing excellent dance education in a clean, friendly, family oriented environment. The policies are to ensure that all dancers get the education they deserve.

Studio:

- 1) No outdoor shoes allowed in the studio. Outside dirt can damage the floors or become a safety hazard. Please ensure proper foot wear is worn to class.
- 2) No food, drinks or chewing gum are permitted in the dance studio area or change rooms (except for plastic/sports water bottles – no glass bottles)
- 3) If fathers are bringing their daughters to dance please use the 2nd change room (family change room) going forward.
- 4) Valuables should not be brought to the studio, as we are not responsible for any lost or stolen items.
- 5) The viewing camera monitor in the parents lobby will generally be on from September to December. From January to the time of the recital the monitor will be off as this is the time we are learning choreography for the recital. Only staff is permitted to operate the tv.
- 6) ONLY Students and Instructors are allowed in studio. Parents and friends are not permitted in studio.
- 7) Children who are not dancing may not be left unsupervised at the studio, unless discussed in advance.

Attendance and Admin:

- 8) Parents are required to notify the studio or inform the teacher when their child will be absent from class as a courtesy.
- 9) During extreme weather conditions, classes may be cancelled. A cancellation message will be emailed to everyone. This message will also be posted on the website, facebook and twitter. If you do NOT have regular access to internet or email please advise us so that we can ensure a call is placed.
- 10) If your child has an injury or special need, it is vital that you notify the teacher so that we can monitor the child during class.
- 11) Correspondence should be sent via email ONLY. For anything more urgent you can call or discuss it in person privately.
- 12) Any questions, or concerns should be addressed with either Janie or George. Unexpected conversations may be difficult to accommodate in the moment. We will be happy to give you our undivided attention at a scheduled date and time.
- 13) Please notify us of any change in contact information.

Etiquette & Conduct:

- 14) PLEASE DO NOT SPEED in the parking lot. There are kids crossing at all times. We haven't had any accidents to date and we prefer to keep it that way. Safety is our main priority.
- 15) Please ensure that you are wearing the proper dance attire including proper hair in a bun and shoes/foot wear for every class. Black bodysuit is mandatory for all classes.
- 16) Students are expected to observe good personal hygiene habits. Ensure dance attire is clean, nails are neatly groomed and that deodorant is used if required. Please be considerate when using perfume.
- 17) All students should keep their bodies healthy!! Get proper rest, drink lots water and eat healthy foods for good health & injury prevention.
- 18) Students shall not leave the studio and enter the reception area during class time unless dismissed by the instructor. Instructors need to know where their students are at all times.
- 19) Please hang up coats on the rack behind the door in the waiting area. Please do not put shoes or boots up on the couches to help in minimize wear and tear.
- 20) Please ensure that all doors are closed behind you.
- 21) Here at J'Danse Studio, we promote all dancers to treat each other with respect, support and encouragement. This also applies to all parents also.

Thank you for your co-operation

Please read and review the following rules with your child including referring to the House Keeping Rules online.

Tuition Payments: Payment must be made in full prior as per the payment schedule indicated at the start of the dance program. Payments accepted in the form of cash/cheque/credit card/paypal/email transfer. There will be a \$50 admin fee charged for NSF cheques or late payments. The registration fee will not be prorated.

Performance Fees: Costume fees and recital rehearsal fees must be paid on or before the date specified. There will a costume fee that will be due on or before Dec 1, 2016 per class enrolled as well as a fee for recital tickets at year end. A late fee of \$50 per class per child will be charged if payment is not paid by the specified time. Recital tickets will be made available for sale for anyone wishing to attend. There will be a fee associated with this. Tickets may also be sold at the door. Dancers do not require a ticket.

Cancellation Policy: There are no refunds or transferal of fees on any payments received by J'Danse Studio including the unused portion of a term payment, registration fees, choreography fees, costume fees, competitions fees, rehearsal fees or merchandise purchased. Owner's discretion may apply. There will be no credits/refunds for classes not attended by the participant and/or cancelled due to weather or personal emergency reasons. We reserve the right to combine/cancel classes, temporarily or permanently, without advance notice, due to an emergency or low enrollment. Teachers are subject to change without notice. All class withdrawals must be done in writing, mail or email. Refunds will be given for classes that have been cancelled. If you have confirmed to transfer to another class you are deemed registered. If a refund is granted a \$50 admin fee will apply.

Dance Attire: You agree to wear the proper dance attire required for the class in which you are enrolled. If you are not wearing the proper attire, it will be the teacher's decision if you will be able to participate in class that day. All dancers, parents, visitors must remove their outdoor footwear upon entrance to the studio. Absolutely NO outdoor shoes are allowed in the dance studio. This is outlined in the "J'Danse Studio Dance Attire". Please see attire information sheet found online.

Dance Studio Property: The studio property should be treated with respect by all students/parents. Damage caused will be assessed and charged back. J'Danse Studio is not responsible for any lost/stolen articles. Please leave all valuables at home.

Parents/Guardian: Please be sure to pick up students promptly after class. The studio is not responsible for your children after class. Please remember that the dance studio is not a child care facility. Please do not disturb classes already in progress. Please make every effort to bring your children to class on time. All guardians are expected to behave with respect to all students, teachers, and other parents. A zero-tolerance policy is in effect for both parents and students at the studio. The studio reserves the right to revoke the participation and entrance of parents and students if disobedient, disrespectful, and aggressive behaviour is observed. Foul language will not be tolerated by the studio. Bullying will not be allowed at any level.

Media: I authorize J'Danse Studio to copyright or publish any photographs or video footage taken of my child/guardian while participating as a student in her dance program for dance purposes (ie. recital, slideshow, website). J'Danse Studio may use these without limitations or reservations as it relates to the dance studio advertising. The recital will be videotaped and sold to parents.

If you do not wish for photos/videos of your child be to used, check here ☐ *This does not include the recital dvd which is mandatory. Otherwise, your child will not be permitted to participate in the recital.

Injury: In case of illness or injury J'Danse Studio will contact the parent/guardian on file, if unavailable we will call the emergency contact. J'Danse Studio will seek medical advice and act accordingly where treatment is deemed necessary. There is risk of injury when taking dance and/or fitness classes. Please refer to Waiver Schedule A below.

Parking Lot: Please drive carefully in and around the parking lot and park in the appropriate space designated.

Grounds for Dismissal (without refund): Attitudes that are disrespectful, uncooperative, or aggressive do not have a place at J'Danse Studio. Parents/Students will not speak negatively about one another or the instructors. Any inappropriate or slanderous remarks about J'Danse Studio or its staff members on any social media site will be cause for immediate dismissal from the studio.

*J'Danse Studio reserves the right to cancel a student's membership at any time if any of the above terms are violated**

Please note that J'Danse Studio adheres to keeping all personal information provided to strictly confidential and used only for the direct purpose of the related program.

REGISTRATION INFORMATION SHEET

*** THE SEASON RUNS FROM SEPT 17, 2016 - JUNE 17, 2017 – please refer to the calendar on website**

Registration includes: Complimentary Recital DVD, free Wifi Access

Tentative Recital Date: Saturday June 17th, 2017 – There is a \$15/dancer fee for dress rehearsal

The studio will be closed during the Christmas Holiday, March Break and Statutory holiday weekends. Please refer to the calendar available online.

Fees for recital costumes will be due in November for each class taken – For recreational the cost will be \$90 per costume per class.

Discounts and Promotions: ALL FEES ARE SUBJECT TO HST

Multiple Class Discounts

*****SAVE: \$50 for 2nd class, \$100 off 3rd class, \$150 off 4th class, \$200 off 5th class, \$250 off 6th class**

The more you dance, the more you save! Students enrolling in multiple classes receive great savings. Class fees decrease at two classes per week, and continue to do so even more with each additional class.

Family Discounts

A 10% discount is offered to one sibling registered in the same or fewer classes per week or
A 5% discount will apply to sibling taking the lesser amount of classes

Referral Program

We have implemented a referral program for current company members of J'Danse Studio. We truly appreciate these referrals and to say thank you we would like to offer you a \$50 credit towards a private lesson, costume fee or photo day fee. *no limit on referrals. Bring in a friend today!

Payment Information

Payments can be made in 3 installments if taking more than one class. Upon registration, 50% of the fee is due and the remainder with post-dated cheque(s) or Credit Card information on file for installment payments

1st Installment (50%). 2nd Installment (25%) Due Nov 1st. 3rd Installment (25%) Due Feb 1

Dance fees must be paid in full by the due dates or students will not be permitted in class.

Payment can be made by Cash, Cheque or Email Money Transfer, Credit card or PayPal(website)

- The studio will administer a \$50 charge to all cheques returned by the bank for any reason
- The studio will administer a \$50 charge to all late payments and postponed/held tuition payments
- for any reasons. Payments not submitted by studio closing on the due date are considered late
- There is no refund for missed classes.

Please refer to terms and conditions above for cancelation and withdrawal policy

Info/Fees for Pre Comp, Part Time Comp and Elite Comp:

Registration fees Do NOT include choreography, extra practices, private lessons, costumes, competition fees or accommodations. All comp students are required to purchase a TEAM JDS tracksuit. Comp members please refer to your handbook for all the detailed information including payment information.