



## **Recreational Dance & Gymnastics Contract**

### ***Welcome to On Your Toes Dance Studio.***

Please read this contract carefully! After registering for a class, you will be required to electronically sign that you understand and agree to abide by this contract.

#### **Observation Room:**

There may only be one observer per dancer/gymnast in the lobby/observation room. We also ask that observers rotate so that everyone can have an opportunity to use the observation window.

#### **Privacy Clause:**

While we encourage photographs in front of our green wall, videos may not be taken at the studio.

#### **Student Accounts:**

Only the names of those listed on a student's account may have access to a student's schedule, account information, and other general studio information.

#### **Participation:**

If a dancer or gym student is inconsolable during class, we will ask the parent or guardian to take them into the lobby or restroom to calm them before returning to class.

#### **Tuition:**

Tuition is due on the 1<sup>st</sup> of each month. A \$10.00 late fee will be applied to the student's account on the 15<sup>th</sup> of the month.

#### **Registration Fee:**

A non-refundable registration fee is due at the time of registration. This fee must be paid within 7 days of registration to secure your students spot in your selected class/classes. If this fee is not paid within 7 days, your registration will be moved to the waitlist.

#### **Studio Rules for Parents:**

- All young children must be supervised. No running, yelling or rough playing at the dance studio.
- To maintain the comfort, privacy, and productivity of our students, our studio policy is that no videos can be taken by observers during weekly classes.
- Help keep your studio clean and tidy. Please throw away all trash.
- No gossip, obscene language or inappropriate conversations are tolerated by either parents or dancers.
- Studio doors will open 15 minutes prior to class daily.

#### **Studio Rules for Dancers:**

- Hair must be pulled away from face.
- Use bathroom prior to class.
- Attend classes weekly.
- No gum is allowed in class.
- Be respectful and kind to instructors, peers and staff.
- Wear dance attire and have all dance shoes weekly.
- Ballet Shoes must be double knotted.
- Keep Hands to yourself.

#### **Code of Ethics:**

- No running, yelling or rough playing at the dance studio.
- Help keep your studio clean and tidy. Please throw away all trash.
- No obscene language or inappropriate conversations will be tolerated during class or in/around the studio.

**Yearly registration fee**

1<sup>st</sup> Student \$25.00  
2nd Student \$15.00  
3 + students \$10.00

**Tuition****45 minute classes:**

\$45.00 monthly tuition for the first class,  
\$30.00 monthly tuition for the second class,  
\$25.00 each additional class added to the schedule.

Example– (Tap and Jazz combination class-\$45.00–adding on hip-hop \$30.00) **Total \$75.00**

**Mini Classes: 30 minute classes for 2 & 3 year olds**

Tuition is \$35.00 for one class, or \$60.00 for two.

**Family Discount** - \$ 5.00 monthly discount on the second child  
\$10.00 monthly discount on the third child

***Only siblings on the same account are eligible for family discounts.***

**Payment Types accepted**

We accept cash, check or money order in the studio and credit card, debit card, and check payments online. To pay online, you can send PayPal friends and family to [Jennifer@oytstudio.com](mailto:Jennifer@oytstudio.com) (Jennifer Odom-Townsend) or pay through the website at [www.oytstudio.com](http://www.oytstudio.com) by selecting **PAYMENT** from the menu on top of the page.

*ALL checks returned for non-sufficient funds will be charged a \$35 fee.*

On Your Toes does not send out monthly statements but does allow you to login and check the balance on your account through our website. Any attendance during a month constitutes a full month's tuition. Monthly tuition is mandatory until the studio receives a written request for cancellation. All tuition, costume and performance fees are non-refundable.

On Your Toes reserves the right to suspend your account if it becomes more than 60 days past due. We understand that emergencies occur, but we ask that you reach out to a bookkeeper to inform them of the situation so a payment plan can be put in place to allow your student to continue participating in classes.

Students in recreational dance classes are required to participate in our end of year recital in May. The deadline to register or withdraw for dance classes is Nov 1<sup>st</sup>.

***Costume and performance fee's will be billed as follows:***

1<sup>st</sup> costume fee: \$65 billed on 9/1  
2<sup>nd</sup> costume fee: \$65 billed on 10/1  
Performance fee: \$65 billed on 11/1.

These fees can be paid as outlined above, or they can be paid in full at any time up until December 1<sup>st</sup>.

***Withdrawal:*** Should you decide to withdraw from class, you will need to email [Jennifer@oytstudio.com](mailto:Jennifer@oytstudio.com) and request your child be dropped from their class/classes before the 1<sup>st</sup> off the month. You will continue to be billed and responsible for any charges until your request is received.

**Attire*****Combination Dance Classes:***

Ages 2–8: Any style or color leotard, pink ballet shoes, black tap shoes  
Ages 9 and Up: Any style or color leotard, black jazz or ballet shoes, black tap shoes

***Leaps and Turns, Fundamentals of Dance Team, and Turns for Dancers:***

Sports bra or leotard and dance shorts, half shoes or jazz shoes

***Tumbling:***

No shoes, gym leotard, dance leotard with shorts over it, fitted top or sports bra and shorts, tee shirts should not be oversized and should be tucked in. Hair pulled away from face (ponytail or bun).

***Hip Hop Classes:***

Any dance attire, Converse style shoes/athletic shoes

***No gum chewing is allowed in any class.***

Please refrain from wearing watches, bracelets and long earrings.

***Class Placement:*** Students should be registered for classes according to their current age as of August 1<sup>st</sup>. During the initial weeks of classes, all students are monitored to ensure they are placed appropriately. Any adjustments will be handled by the instructor through the office.

***Video/Pictures:*** ***To protect all our students, we do not allow videoing in the studio.*** We do allow you to take photos, however we do ask that you do so of ***your dancer only.***

***Attendance:*** Consistency is imperative for progress, and we encourage all students to attend all classes. We ***do not*** offer make up days for any missed classes. No refunds/credits are given for missed classes. If your student is absent for more than 2 consecutive weeks, we do ask that you send us an email so we will know that they will be returning.

***Closings / Bad Weather Days:*** You will find a calendar with days we will be closed on the main page of our website. Please note that these dates are subject to change and you will receive an email with any changes. We will email and post to our Facebook page should OYT close due to inclement weather.