

2018 – 2019 Policies



(401) 322-7565

DANCE & GYMNASTICS CENTRE

STUDIO RULES _____ Initials

- No gum chewing allowed in class.
- No street shoes allowed in gym or dance areas.
- No students, siblings, parents or friends allowed in dance or gym areas unsupervised.
- Parents must come inside to drop off and pick up their children.
- No children are allowed outside without parental supervision.
- We are not responsible for your children once they have left the building.
- Misconduct in class may lead to dismissal.
- Any pictures or videotapes of children may be used for promotional purposes.
- Children must be picked up within 15 minutes of the end of class. A \$10.00 babysitting fee will be assessed if children are not picked up in a timely manner.
- The final say as to placement and level of every student is up to the teacher of the class and Miss Tara.

DANCE RECITAL _____ Initials

- All students will have the option to perform in our annual recital at the end of the season. You must inform the office (*before the costumes have been ordered*) if your child will NOT participate in the recital.
- Costumes must be paid for by all deadlines or they will not be ordered and your child will not be able to participate in the recital.
- Costume deposits are due by October 1st. Costume deposits are **\$28.00** per child per class. A second costume payment of **\$28.00** per child per class is due on November 1st. The final balance on all costume payments is due by February 1st. All accounts not paid by this date will be charged a **\$20.00** late fee.
- No recital tickets will be sold to parents with delinquent accounts. All studio accounts are due and payable by May 1st.
- Dress rehearsal will be closed to the public. Only students, parents and siblings will be able to attend.
- Once we order a costume for your child, you will be responsible for the entire cost, even if your child drops.

BILLING POLICY _____ Initials

- At the time of registration, there will be a **\$20.00** non-refundable registration fee (**\$30.00** per family).
- Classes must have at least five students or class time and day is subject to change or cancellation.
- Bills will be issued on a monthly basis. Payments can be made by Credit/Debt card, Cash or Check.
- *Monthly tuition payments are due in full by the designated due date on your signed Payment Agreement every month. If tuition is not paid in full by the due date accounts accrue a \$20.00 late fee.*
- **Students with past due accounts will NOT be permitted to participate in class until the account is brought current.**
- A bounced check fee of **\$30.00** will be assessed to all returned checks and a \$40.00 fee will be assessed to all declined credit cards.
- All classes will be paid for whether or not the child attends class, or accounts will be considered delinquent.
- Classes missed because of illness will have to be made up. You will be billed for them. No refund for missed classes.
- There are no refunds for camps or special events.
- Budget plans are available but must be approved by Miss Tara.
- If your child withdraws from a class, you must notify the office in writing by the 1st of the month prior to the withdrawal. You will continue to be charged until written confirmation of the dropped class is received.

MAKE-UP POLICY _____ Initials

- If a child misses a class due to illness, or a class is cancelled due to weather conditions, that class may be made up.
- If Seaside Dance and Gymnastics Centre cancels class because of bad weather, make-up classes will be provided. See office for make-up schedule.
- A class may be made up at any time in a level equal or below your child's regular class.
- All make-ups must be approved through the office. Once you sign up for a make-up class, it counts whether your child attends or not.
- You must be currently enrolled as a participating student to do make-up classes.
- Make-ups cannot be credited towards tuition.

I hereby acknowledge that I have received all of Seaside Dance and Gymnastics Centre Policies.

I have read them thoroughly and clearly understand them.

Child's Name

Parent/Guardian Signature

Parent/Guardian Name

Date
