



WE, AT **MS.KELLY'S DANCE**, STRIVE TO INSTILL SELF CONFIDENCE, SELF DISCIPLINE, AND ENCOURAGE EACH OF OUR STUDENTS TO REACH THEIR FULLEST POTENTIAL. WE ARE COMMITTED TO NOURISH OUR DANCERS' LOVE OF THE PERFORMING ARTS AND TO INSTRUCT WITH ENCOURAGEMENT RATHER THAN CRITICISM. AT **MS.KELLY'S DANCE STUDIO**, YOU'RE GOING TO...

“DANCE YOUR HEART OUT!”

Ms Kelly's Dance Studio Policies

Studio Rules

- Dance shoes should not be worn outside of the building.
- No chewing gum during class.
- Please do not leave any children unattended in the studio, other than dancer waiting quietly or attending class.
- Dancers should arrive five minutes before scheduled class time and be picked up promptly after class.
- Please notify the studio if you will be late picking up your dancer.
- Teachers reserve the right to dismiss any student from class who continuously disrupts.
- **PARKING**- Please park behind our entrance, and **NOT** in the front parking lot of Lemon Tree or on the sides of our building.

Dress Code

- All dancers are required to wear appropriate dance shoes to class.
- **ALL BALLET DANCERS** are to wear a leotard of choice with pink, white, tan, or beige tights. Skirts, wraps, or cover-ups are optional. Hair is to be worn preferably in a secured bun or pulled back away from face.

- Dancewear is **recommended** for other classes, but not required. Dancers should wear comfortable clothing that will not need adjusting during class time.
- **All dancers are required to have hair out of their face.**

Safety

- Safety for your child is of our utmost concern.
- All young dancers must be escorted to and from the building.
- If a health condition exists which may prevent full participation, please notify Ms. Kelly's Dance as soon as possible.
- No child will be allowed to leave the studio with anyone other than a parent unless notice is given.
- There is NO PLAYING OUTSIDE the dance studio. Lemon Tree Cleaners has a drive-thru. Please be aware of vehicles in that area.

Observation

- Parents are allowed to view classes as long as they are not disruptive to the students and teacher. This includes talking amongst one another, un-silenced phones, continuously entering/exiting the studio, etc.
- Coaching or giving instruction to your child during class time is disruptive. Please allow the teachers to instruct accordingly.

- ❖ **Registration**: A non-refundable fee of \$20 per student is required yearly at time of registration.
- ❖ **Tuition**: Is to be paid on the 1st of each month. It will be considered late after the 10th of the month and a \$15 late fee will automatically be added. If tuition is not paid before the 1st of the next month, your child will not be able to participate until payment is received.
- ❖ **Payments**: Ms. Kelly's Dance accepts payments by cash or check. Please make all checks payable to Ms. Kelly's Dance. A \$30 fee will be assessed for all returned checks.
- ❖ **NO REFUNDS** will be issued due to withdrawing from classes.
- ❖ **NO REFUNDS** for registration fees, tuition, costumes, etc.
- ❖ **Cancelled Classes**: Classes with less than five students may be cancelled, combined, or rescheduled at Ms. Kelly's Dance's discretion.
- ❖ **Extreme Weather or unexpected Interruption of Classes**: If the studio must cancel classes due to extreme weather or events beyond our control, the missed lessons will be made up at a later date and/or at Ms. Kelly's discretion. No refunds for lessons missed due to these reasons will be given.
- ❖ **Substitutions**: Ms. Kelly's Dance reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to teach classes. If the teacher is ill and the studio cannot arrange a substitute any missed classes will be made-up.
- ❖ **Missed Lessons and Make-up lessons**: Absolutely no make-up lessons will be given for missed lessons unless absence is due to serious illness and 24 hour notice (phone or email) has been given to the office. Make-up lessons will require a doctor's note. No refunds or prorated tuition are given for missed classes.
- ❖ **Care of Students**: The studio is not responsible for providing before or after class care for the students. Students are not to be left at the studio for excessive time before or after classes. Please be prompt when picking up your child.

❖ **Photo Release:** Please initial below

_____ I DO allow permission to Ms Kelly's Dance to take pictures of your student(s) to use in brochures, web sites, Facebook, posters, advertisements and/or other promotional materials.

_____ I DO NOT allow permission to Ms Kelly's Dance to take pictures of your student(s) to use in brochures, web sites, Facebook, posters, advertisements and/or other promotional materials.

Waiver & Release

_____ initial

- I have chosen to have myself and/or my child participate in dance instruction given by Ms. Kelly's Dance. I acknowledge that I understand the nature of the activities myself and/or my child will be participating in and the possibility that despite precautions, accidents and/or physical injury may occur. I agree to release and hold harmless Ms. Kelly's Dance, including its teachers, and staff members from any cause of action, claims, or demands now and in the future. I will not hold Ms. Kelly's Dance liable for any personal injury or any personal property damage or loss, which may occur on the premises before, during, or after classes or which may occur at any Ms. Kelly's Dance sponsored event outside the studio. Furthermore I agree to follow all policies, dress code requirements, and take full responsibility for my/our behavior in addition to any damage we may cause to the facilities utilized by Ms. Kelly's Dance. My initials above are proof of my intention to execute a complete and unconditional waiver and release of all liability pursuant to the terms herein, and agreement as to all terms and conditions contained above. I am of lawful age and competent to sign the affirmation.

*By signing below, I agree to all of the above terms in pages 1-3 and confirm that I have been given a copy of the policies.

Parent Signature

Date