

## **2021- 2022 Rules and Regulations**



All rules are strictly enforced. We encourage parents to review this sheet with their children so they are aware of the rules and what is expected of them. **Please note that these are our general studio policies. Please refer to the COVID-19 protocols for our most current studio-wide procedures.** Parents, please note the following:

- \_\_\_\_\_ Please keep the waiting area as open and quiet as possible during classes to avoid distracting the students and teachers.
- \_\_\_\_\_ It is **IMPERATIVE** that all students and parents alike respect each other and the staff at all times. Any other behavior will **NOT** be tolerated and grounds for immediate dismissal.
- \_\_\_\_\_ All students are asked to use the bathroom *before* class. This will alleviate distractions during class time.
- \_\_\_\_\_ Good attendance is imperative, as absences or tardiness can hold back an entire class. The instructors cannot jeopardize their responsibilities to the rest of the class for one student. If a student's absence becomes a reoccurring issue, the teacher will speak with the parent about alternative class options. Please make every effort to have your child at every class 5 minutes early.
- \_\_\_\_\_ Cases of prolonged absence due to illness or injury should be discussed with the teacher and a doctor's note should be provided when appropriate. Our student's health and safety is our top priority.
- \_\_\_\_\_ If a student cannot take class for 3 weeks or more, due to reasons beyond their control (i.e. severe illness or injury) there will be no charge for absences when a doctor's note is submitted for that current month only. If a child is unable to attend class multiple weeks in a month for any other reason, tuition must still be paid for that month to hold the child's spot in the class. It is imperative that you notify the Director immediately. If the student must withdraw from classes prior to month end, there will be no tuition refund for that current month.
- \_\_\_\_\_ If a student is unable to dance but is feeling well enough to attend class (no fever), we expect them to participate by observing so that they will retain the key elements of class (especially when choreography is being taught for an upcoming show). Students who feel ill, have a fever, or are exhibiting "contagious" cold symptoms.. **PLEASE** stay home and rest.
- \_\_\_\_\_ **Parents are required to call or email 2 hours prior to class to advise if their student will be late or not be in class.** Please advise the instructor if the student will be leaving early for rare circumstances.
- \_\_\_\_\_ **A child is only allowed into class 15 minutes late.** If you arrive 15 minutes after the class has begun, your child will not be allowed to participate that day. It is a distraction to the class and the teacher to accommodate for tardy students. If your child is consistently late to class, our staff will communicate other class options that will work better for your schedule.
- \_\_\_\_\_ Class observation in extreme circumstances is at the teacher's discretion and not typically allowed per studio policy. Parents observing class is a distraction for the dancers and will prevent them from participating fully in class.
- \_\_\_\_\_ Performances, Showcases, Competitions and Recital dates will be communicated as they are planned. All students registered in classes are required to participate in the performances and it is up to the parents and guardians to make sure they do not schedule any other events on these dates that would prevent the student from performing. Ticket prices and costume costs will be advertised at a later date, but as soon as possible. Costume fees and performance tickets are 100% non-refundable.
- \_\_\_\_\_ All students are required to attend ALL rehearsals designated for the show(s)/event(s) in order to perform. Only one parent per dancer is allowed at Dress Rehearsal.
- \_\_\_\_\_ In case of snow, please check our Facebook: Beyond the Barre Dance Academy, our Instagram: @BeyondTheBarreDance and the Parent Portal for updates! If schools are closed, that may not be the case for BTB Dance Academy as conditions can change throughout the day. You will **not** be credited tuition costs for inclement weather.
- \_\_\_\_\_ BTB Dance Academy will typically follow the Smithfield Public School schedule for vacations. We will notify parents if there are any mandatory practices during vacation to rehearse for upcoming competitions/performances. In the case of 3 or more snow days, BTB has the right to choose to hold classes during a school vacation.
- \_\_\_\_\_ Class placement is based on many factors including age, ability, experience, maturity and progression. It will be at the discretion of the staff and Director to place your child in the appropriate level. Please trust our professional judgment for this decision as our dancer's best interest in order to progress is our top priority.
- \_\_\_\_\_ It is a pre-requisite to be enrolled in a Ballet, Jazz and Tap class in order to be considered for the Yellow Jackets team. It is required to be enrolled in Ballet and Jazz to be considered for the Apprentice Bees Competition Teams. It will be at the discretion of the staff and Director to invite students onto the competition teams and at that point, there can be auditions for each different dance number and opportunity. Invitations are sent in August each year.
- \_\_\_\_\_ Drop ins are only allowed for adult classes. They are at the teacher's discretion and dependent on the size of the class. Drop ins do not hold your spot permanently and you must be enrolled to be guaranteed consistent attendance month to month.
- \_\_\_\_\_ A \$30 registration fee for a single student (\$40 for a family) is due at the time of student registration (annually) in order to hold his/her spot in class. If one dancer initially joins BTB and another member of the family joins at a later date, the \$10 difference will be added to their first month's tuition.
- \_\_\_\_\_ We offer a \$10 family discount to each family who has 2+ dancers, per month.
- \_\_\_\_\_ Monthly tuition is due the **FIRST WEEK** of the month, however tuition can be paid in full starting September- June for a 5% discount (paid by September 30). Tuition needs to be paid in full each month for your student to participate in class. Tuition

will not be prorated for absences or snow days. Refunds will not be given for any classes that are missed. Tuition is based on a 10 month season, all holidays and vacations considered.

\_\_\_\_\_ BTB Dance Academy accepts cash, check, Visa, Mastercard, Discover and American Express. You are able to pay online using our secure system within the Parent Portal or set up Auto-Pay which will process the first of the month for a 3.5% convenience charge for cards and 1% charge for ACH (eChecks).

\_\_\_\_\_ Auto-Pay will processed on the 1st of each month and will include tuition as well as any additional fees due such as costume or competition fees.

\_\_\_\_\_ If a student's monthly tuition is not received by the 15th of each month, a \$10 late fee will be **ENFORCED**. **If you account is outstanding more than a month, you will be asked to withdraw from classes immediately.** A \$25 fee will be applied to any and all returned checks. This must be paid in cash with the original tuition payment.

\_\_\_\_\_ Beyond the Barre Dance Academy does not carry medical insurance for its students. It is required that all dance students be covered by their own family insurance policies.

\_\_\_\_\_ Beyond the Barre cannot be held liable for dancers who enter, exit or stay in the studio between classes unsupervised. Any damage to the property or injury on site will be the responsibility of the dancer's parents/ legal guardians.

\_\_\_\_\_ Beyond the Barre Dance Academy, with the approval of the Director, reserves the right to use all pictures and/or videos of students for the purpose of advertising and/or promotion of the studio. This includes the studio website, Facebook and Instagram pages. I grant permission to use my child's photograph/videotape for the purposes mentioned above.

\_\_\_\_\_ No street shoes are permitted in the classrooms. Hip hop must use clean sneakers and only enter studio 1.

\_\_\_\_\_ There is NO SMOKING in or around the dance studio.

\_\_\_\_\_ No gum, candy or food other than a water bottle is allowed in the classroom. **ONLY WATER** with a sealed lid labeled with your dancer's name is allowed in the studio.

\_\_\_\_\_ If a dancer needs to change in or out of dance attire, they must do so in the studio bathroom. There are other people in the lobby and building, so it is imperative to protect the privacy of our dancers. BTB is not held responsible for those who do not oblige to this rule.

\_\_\_\_\_ Like any other physical sport or activity there is always the element of risk. By attending BTB Dance Academy classes, students and parents are agreeing that BTB Dance Academy, its teachers, landlords and employees cannot be held liable for any claims or injuries in the dance studio or during studio performances.

\_\_\_\_\_ BTB Dance Academy is not responsible for the loss or damage of personal items. Anything valuable left behind that is found by our staff will be locked up securely. All dance items will be put in the lost and found.

\_\_\_\_\_ Beyond the Barre Dance Academy reserves the right to cancel or change the studio schedule. Class cancelations will be at the Director's discretion. All students will be given the option of an alternative class, if available.

\_\_\_\_\_ Students who drop out of classes must notify the studio in writing of their decision. Students will be charged for any outstanding balances and the current month's tuition will not be reimbursed. There are no refunds of registration or recital fees.

### **Code of Conduct**

\_\_\_\_\_ Students are expected to be well behaved and to show respect and courtesy to their teachers as well as classmates and parents. Families will be asked to leave the studio if this behavior continues.

\_\_\_\_\_ Running in the studio, touching the mirrors and hanging on the barres is not permitted, appropriate behavior.

\_\_\_\_\_ Students are not to enter or disrupt other classes that are in progress while passing through or waiting in the lobby.

\_\_\_\_\_ Students are NOT permitted to have cell phones in the classrooms at any time. If there is an emergency to have the phone in the classroom, the parent/guardian must notify the teacher.

\_\_\_\_\_ Students are not permitted to touch the stereo equipment or allowed in any space other than the waiting area and classroom for any reason.

\_\_\_\_\_ Review the dance attire requirements on the website before attending your first class. Proper dance attire and shoes are **MANDATORY** for safety and overall wellbeing of the student's dance education. An instructor reserves the right to ask a student to observe class if they are not dressed appropriately.

\_\_\_\_\_ Dancers are to be picked up promptly after class in the front lobby. At no time are students allowed to leave the facility without parent/guardian or without parent/guardian written consent.

\_\_\_\_\_ Posting of inappropriate or negative comments on any social media is strictly prohibited and will be grounds for immediate dismissal.

\_\_\_\_\_ Students and parents are not allowed to videotape class or choreography. The safety and privacy of our students is our priority. If you would like to videotape privately at the end of class for practice purposes, please ask your teacher, as this is no issue. Posting any video from Beyond the Barre Dance Academy to any social media or public Internet sites is strictly prohibited.

\_\_\_\_\_ Parents are expected to up hold the Code of Conduct. Disruptive or abusive behavior will be addressed and can result in dismissal from BTB Dance Academy. Parents should reinforce to their child any rules that the instructor puts forth in his or her classroom in order to create a fun and safe environment. Here at Beyond the Barre Dance Academy, we promote all dancers to treat each other with respect, support and encouragement.

I have read, understand and agree to the Rules and Regulations at Beyond the Barre Dance Academy and I grant my child permission to participate in all classes and activities offered.