

KIM RYAN

dance center

We Request all students/parents review our 2014/2015 Studio policies

Attendance

To truly benefit from class attendance is essential. Roll will be taken every class, please call the office if your child will not be attending (this will be considered an excused absence). Any student not running a fever may be allowed to observe the class so as to not miss anything from that class day as long as the parent notifies office with a call or note. At the end of the year all "Perfect Attendance" dancers will be recognized in the recital program.

When you register your child for a class, it is assumed they will participate in the end of the year recital. Please notify office as soon as possible if otherwise.

*No deductions or refunds will be issued for student absences

Picking up & dropping off

Please arrive at least 5 minutes before your class begins. Be ready to dance/rehearse when the teacher calls you to class (Correct dance wear on, all jewelry off, hair up, shoes on, and please make sure to use bathroom before class). Please do not arrive any earlier than 10 min before the start of your class time. Unfortunately we do not have the spacing or staff to provide any type of child care, with that said please make sure your dancer is picked up within 10 minutes of the conclusion of class. *We understand there are instances out of our control, please call the office if you will be running late or someone else will be picking up your dancer.* KRDC reserves the right to apply a fee of \$25 who is either dropped off earlier or picked up late excessively.

If you are more than 15 minutes late to any dance class without any notification you will not be allowed into class. It is a huge distraction for someone to walk into a class that has already started and to catch that student up. It isn't fair for the teacher or the students that arrived on time.

We have a NO FORCE policy, which means your dancer must be able to walk into the studio themselves without any assistance from mom/guardian. We want to carry a positive encouraging environment for all dancers. If your dancer is crying or scared she may not be ready and will take away from the ones that are. Please keep in mind we will do our best to ensure and encourage all dancers and will work with them the first couple of classes of the year. For the Diaper Divas class we understand for some this might be the first time away from parents so we will allow parents to come in with dancer and sit with them for the beginning of class.

Classrooms are closed. Parent Show will be held once a year during the holiday season. We prefer students undivided attention so that we can offer the best possible class and the students will get the most out of their time.

Class

The class schedule will remain the same from August-May

Please be on time to class.

All students must follow KRDC class dress code. (please see required dance wear)

Restroom should be used between classes only. Dancers are discouraged to leave the class room once the class has started.

Cell phones must be turned off during class-NO EXCEPTIONS.

Parents are not allowed in class while it is in progress.

Listen, learn, smile & have fun!

Behavior

Students are expected to show respect toward their teachers and fellow classmates. Disruptive and/or disrespectful behavior will not be tolerated. We are committed to creating a safe and enjoyable environment for all students, staff, parents, and guests. KRDC reserves the right to refuse service to anyone who is disruptive and/or creates an unsafe or negative atmosphere for our customers, staff and guests.

General

Information about school closings, recital announcements, etc. can be found on the studio bulletin, website, Facebook, email and in some cases texts.

KRDC assumes no responsibility for lost, misplaced, or stolen articles. Please put your name on ALL your belongings and do not leave valuables unattended.

Please let the office staff and your child's instructor know of any food allergies your child may have so it can be added as a note on your account.

If you are planning on bringing anything for the class to enjoy (birthdays etc.) please call the studio or email the teacher ahead of time. (we ask that when you bring food in the class you also bring along the ingredients list as well as any napkins, plates or utensils if needed.

Payments & Tuition

Tuition is due the first class of the month starting in August and ending in May. (Auto Payments will be taken out on the 1st of every month)

Tuition is considered past due if not paid by close of business on the 10th of the month. A \$25 late fee will automatically be billed to all late accounts on the 11th of each month. If tuition becomes two months delinquent, students are subject to removal from classes.

A \$35 fee will be assessed on all returned checks.

Tuition is paid monthly to hold a student's place in a class or classes, and must be paid regardless of the student's attendance each month. Some months will have five weeks of class while others have less; however, monthly tuition will remain the same. This includes any and all extra practices during the month of June to prepare for recital. Tuition has been determined for the entire studio year and divided into monthly payments.

Family discounts described are for immediate family only. KRDC will have the final decision regarding family discount eligibility.

No refunds, discounts, or make-up classes are available for missed classes, holidays or inclement weather closings.

Payments will ALWAYS be applied to outstanding balances first before being applied to current or future charges.

KRDC reserves the right to refuse placing orders and/or withholding merchandise/costumes for past due accounts until the balance is paid.

There will be no refunds on paid tuition, costume fees or recital fees.

Recital & Costume Fees

Each dancer performing in the recital will have a recital fee of \$120 (\$150 for families). This fee helps to pay for the venue, props/background, lighting, and sound technician. With your recital fee you will also get 4 tickets (6 for a family) The recital fee will be broken up in 4 payments of \$30 starting in September and ending in December.

Each dance that participates in the recital will have a costume fee. Each costume fee differs depending on the class. Costume fees will include the student's pair of tights and costumes needed for the class. 1/2 of your TOTAL costume fee will be due in October and the remainder due in November. Please keep in mind ALL costumes will be ordered over Christmas break to ensure they will be here in time for any alterations needed and pictures. (Any alterations will be at the parent's expense)