

Dance Unlimited Studio Policy

2021-2022

Dance Unlimited strives to provide quality dance lessons that are creative and fun by using a variety of teaching methods and activities. The following policies explain what is expected.

SCHEDULE

The dance studio schedule is based on a 9 month calendar (Sept – May) Most studio breaks will coincide with the school calendar (Typically follow the Mason City Schools schedule for MAJOR breaks). If a student starts in the middle of the month, tuition will be prorated for that month.

The studio will be CLOSED on:

- Spring Break
- Thanksgiving Break
- Christmas Break

TUITION & FEES

A non-refundable registration fee of \$25 per student is a first come, first serve basis each year. This fee covers the cost of administration fees, etc.

Tuition is due by the second Friday of the every month. Dance Unlimited accept checks made out to Kris Christensen or Dance Unlimited, cash or credit/debit cards (additional fee is added). Invoices will be sent to emails that were written down on the registration form so please make sure that it is accurate.

Rates are as follows:

Level Two: (Young 8-9 Years) Difficulty levels appropriate to age and ability. Instruction time is 1 ½ hours = Rate of \$75/student/month

Level Three: (10-12 Year) Production work added to above with WITH ADDED beginning pointe work. Instruction time is 1 ½ to 2 hours = Rate of \$95/student/month

Level Four: (13-18 Years) Advanced levels which includes pointe, production and eligibility for performance travel. Instruction time is 1 ½ to 2 hours = Rate of \$95/student/month

You will have a one week grace period for all payments due, at which time a \$5.00 late fee will be added to unpaid accounts. All returned checks are subject to a \$30.00 return fee. You may mail your tuition, bring it into the office at the studio, or use the drop box located to the LEFT of the dance door. Many families set up automatic payments with their financial institution to help alleviate having to remember tuition payments. Past due accounts will not be tolerated and all balances must current prior to the recital. **Tuition payments are due regardless if classes meet or not, it all evens out by the end of the school year and it is easier to track monthly payments rather than adjusting at the end.**

Tuition does not include the cost of costumes, music CDs, shoes, tights, show tickets or Dance Unlimited clothing. You will be billed separately for these costs as needed. Costume payments **MUST** be paid as the studio pays up front for them after ordering or they will not ship. No exceptions.

Reminder – this is a business and it cannot run without families making their tuition payments on time, every time. Delays will occur with shipping of costumes if the bill to the manufacturers is not paid. We cannot pay our bills until you

have paid yours. Dance is a commitment and requires families to make their payments on time just as you would your house, car and utilities bills every month.

Should something come up where you cannot financially fulfill your commitment to your lessons, advanced notice and open, ongoing communication is appreciated and encouraged.

MISSED LESSONS

Missed lessons happen. Because a specific time has been set aside for specific dance classes, a dancer who does not attend a lesson will simply miss the benefit of that lesson.

- Dancers who are ill SHOULD NOT attend lessons.
- “No-Show” lessons are a forfeit.

Open communication is appreciated. Please inform the studio of all conflicts as soon as possible.

- If your family schedule becomes too complicated to hold a reserved spot in the dance class you will be asked to move to non-reserved lesson time which varies based on teacher availability.
- If a lesson is missed because the teacher needs to cancel; a make-up lesson will be scheduled.

MAKE UP CLASSES: Classes cancelled due to in-climate weather, or my personal illness, will be made up at a future date, preferably in the early spring. Full tuition is still due for all quarters. Please check KIMT TV and KIMTs website after 3:30pm for class cancellations due to the weather. If Mason City Schools cancel or release early, then lessons will be cancelled as well. MOST IMPORTANTLY, IF YOU ARE NOT SURE, CALL THE STUDIO AND LISTEN TO THE ANSWERING MACHINE FOR A MESSAGE AFTER 3:30 p.m.

MEDIA RELEASE

The dance studio will frequently take photos and videos in the studio during lessons. Photos and video recordings may be posted on the studio website. Identifying information will be excluded or limited to first names only. Parents wishing to exempt their child from any published media may do so by signing the release on the back of the registration form. If there is ever an image or video that you wish to have removed the studio will respectfully do so.

PRACTICE EXPECTATIONS

The quality of practice time is more important than the quantity. Specific amounts of practice time are not assigned to each student. A student’s progress is not determined by simply attending dance lessons. The best progress happens when students practice at least 2-3 days a week. Parental support is an important factor in progress as well. Students whose parents take an active role in their progress tend to be more enthusiastic and achieve more progress. It is important to create a quiet space where the student can practice without interruptions.

STUDIO EXPECTATIONS

We expect students to arrive on time with their dance shoes each week. Students are welcome to come in without knocking, but should take care to not disturb a dance class in progress. Parents should always watch to see that children are safely inside the door before driving away. Prompt pick up time is appreciated. Please bring your child approximately five minutes prior to your scheduled class time. Pull in, drop your child off at the cement pad, and continue driving out the north driveway. If parking, please pull in straight ahead as far to the east as possible.

DRESS CODE: Leotards, briefs, leggings, dance shorts, tights/socks are permissible. NO SWEAT PANTS OR CUT OFFS ARE ALLOWED!! The instructor must be able to see legs, arms and mid-section. Remember, if you don't look like a dancer, you won't dance or feel like one.

DANCE BAG: All students will be required to have a dance bag to contain all of their shoes, etc. Bags do not have to be purchased from the studio but there will be ones available for purchase at the open house and throughout the year.

GUM AND CANDY: No gum chewing will be allowed in the classroom. Please do not send your child to class with gum or hard candy. Besides being dangerous, this is very distracting in class.

JEWELRY: Please do not send your dancer to class with any jewelry as it is distracting in class but could also cause a safety issue.

SHOES: All shoes must have names written or taped on the inside or under the heel. It is impossible to keep track of all the shoes when there is no name visible. Also, marking the labels on clothing and coats is recommended. Always check the LOST AND FOUND for items your child may have left at the studio. This seems to be an issue every year. If shoes are not labeled and come up missing/lost, the family is responsible for purchasing replacement.

COSTUMING: These prices can fluctuate yearly. Generally, small child sizes run approximately \$60.00 per costume. The older large CHILD/adult sizes run more, approximately \$70.00 per costume. NOTE: Costume deposits will be paid MONTHLY for three months, beginning in July (This is also outlined in the News section). THERE WILL BE A FINAL BALANCE payable in January upon ordering. NO COSTUMES WILL BE DISTRIBUTED UNLESS DEPOSITS ARE PAID IN FULL AND WILL NOT SHIP UNTIL INVOICE IS PAID IN FULL.

CELL PHONES: NO CELL PHONES WILL BE TOLERATED WHILE CLASS IS IN SESSION. PHONES MUST REMAIN IN DANCERS BAG UNTIL THE END OF CLASS.

DANCEWEAR: Dance Unlimited T's, sweats, shorts, warm-ups and many other items are available at the studio for purchase.

STAYING IN TOUCH

Please keep in mind that running a home-based business comes with necessary boundaries. You can help by following these simple requests:

- Email is the best way to contact me: danceunlimited.mc@gmail.com
- Phone: 641-425-4370 (Call or Text)
- Facebook Page: <https://www.facebook.com/groups/574326959375047/>

If you have a quick question or last minute schedule change you may text me. I will check for emergency messages in between lessons.

- If you need to speak with me, the best time to reach me is between 11:00 am and 2:00 pm on weekdays. I do not take phone calls while I am teaching.