

1. **HOLIDAYS:** The studio opens during the first week of August and will close in the mid to late part of May (this depending on when the recital may be scheduled). Please note that we are always open on teacher conference days, other school holidays, and some declared holidays. However, the holidays we will observe are Thanksgiving and Christmas. We will also dismiss class during both Spring and Fall breaks. These specific vacation dates will be posted in advance.
2. **REFUND POLICY:** **Missed lessons are not refunded.** However, you may attend a different class if you are interested in making up the missed session. In order to take full advantage of the instruction offered, regular attendance is a necessity.
3. **ATTENDANCE:** Perfect attendance is encouraged and recognized at the end of the season. Students must attend every lesson from the beginning of the season until the finish. Make-up lessons and exemptions may be considered in perfect attendance.
4. **CANCELLATIONS:** In case of extreme weather conditions, please contact the studio via phone. The first lessons missed due to bad weather will not be rescheduled. Also, in the event that school has been cancelled, classes still may be held. So, please contact the studio to find out if classes have officially been cancelled. A cancellation alert may be released via Facebook, Instagram, or the Band app.
5. **COMMUNICATION:** Announcements will be made in a number of ways. They may be made via social media such as Facebook (Sandra and Kailey's Dance Studio--Paris, TN" as well as "SK Dance Parent's Group", you must request to join), and Instagram (skdancestudios). Announcements may also be sent home via notes and/or posted in the lobby. We will always do our best to send reminders when we can.
6. **ETIQUETTE:** Respect, positive attitudes, and proper discipline are expected at all times. Bullying of any kind will not be tolerated. The studio is not responsible for any injuries sustained while in class or on the premises. We reserve the right to dismiss any student who is or becomes a discipline problem.
7. **LESSONS GUARANTEED:** Tuition must be paid each month. There are around ten class months a year with an average of 4 lessons per month, or 40 per year. Some months may have three, four, or even five lessons. **Refunds will not be issued for any months with less than four sessions.**
8. **PAYMENTS:** A bookkeeper will be at the studio the first lesson of each month. Please plan to make payments on that date. If other arrangements must be made for alternate payment schedules, we must know about this promptly, as it must be agreed upon. There is a lock box located in the studio where you may put your payment in a clearly labeled envelope. It is your responsibility to keep your balance up to date. There will be a service charge of \$5.00 on accounts that have not been paid by the 15<sup>th</sup> of each month. **Accounts more than 60 days delinquent will result in suspension of lessons.** Again, there will be no deductions or refunds for any missed lessons. Additionally, all balances must be settled before reenrollment in the next dancing year. You may subscribe to have your invoices sent to your email inbox. All of the above policy statements apply to emailed invoices.
9. **VISITOR'S DAY:** **Visitor's Day for parents and family will be held on the first lessons of November and May.** We encourage you to take advantage of this opportunity to see your child's progress and to take notes on upcoming dates and other announcements. All cameras, family, and friends are welcome to attend.
10. **ATTIRE:** Students are expected to have a leotard, tights, and all appropriate shoes. It is highly encouraged that everyone labels all dance clothes and shoes with names. **DO NOT** wear your dance shoes outside as they are made to wear indoors only. Students **MUST** come to class wearing dance attire. Leotards and tights are most desired. Cover-ups, wrap skirts, jazz pants, or spandex shorts may also be worn. Absolutely no jeans, jeggings, **t-shirts**, or sloppy clothing allowed. Our dress code ensures that the instructor is able to see the dancer's alignment of the body and allows the dancer to move to the best of their ability. If you are unsure about what is permissible, please ask. Hair must be worn out of the face. *It is most important that all dancers feel comfortable and happy in their dancing attire.*
11. **RECITAL:** Each child is invited to participate in the annual spring recital. Costume costs will range from \$50-\$70, so plan accordingly. A costume deposit will be required and it is due in October. In order to help cover all recital expenses, a \$35 recital fee will be due in April. This fee may be paid any time before May. Only 1 recital fee will be charged per family, regardless of how many siblings are dancing.
12. **BE ON TIME:** Please arrive to your class promptly. Parents, please do not leave young dancers unattended in the lobby. Students must arrive no earlier than 15 minutes before class and must be picked up within 5 minutes after class. It must be agreed upon if other arrangements are made. It is extremely difficult to teach when children are running in and out of the building; not to mention very dangerous.
13. **FORMS:** A registration form must be completed before any student can participate in our program. The media release form must also be completed. To keep files up to date and accurate, it is important to inform the studio of any change in address or phone number.

\*Last updated JULY 2021



Dancing is hard work! It strengthens our bodies, improves coordination and sharpens our minds. Dancing creates a feeling of success, establishes self-confidence, and above all—dance is fun!

Thank you for choosing our studio in which to study the art of dance. We will do our best to make this year a truly great learning experience for you and your family. You may be assured that although you are not present at every session, your child is being instructed and disciplined in a manner that promotes progress and growth. We hope that we have many hours and years of Happy Dancing together!

Dancingly yours,  
Miss Sandra & Miss Kailey



Classes offered in  
Tap—Ballet—Jazz—Pointe  
Tumbling—Hip Hop  
Improv—Acro

270-293-3590

270-293-1206

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