

FAME DANCE STUDIOS LTD.

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POLICIES, CLASS RULES AND REGULATIONS PERFORMANCE PROGRAM

CLASS RULES:

1. Please be on time for classes. If you are over 15 minutes late, please have a note from a parent or guardian explaining the reason why.
 2. Chewing gum is NOT allowed in class as it is unsafe to chew gum while dancing. The instructors will observe who is chewing gum and ask the students to dispose of their gum. However, it is fundamentally the student's responsibility and Fame Dance Studios Ltd. is not liable if a student is harmed or injured while chewing gum.
 3. Please do not wear any jewelry in class. Once again, it could be hazardous - especially smart watches. Please leave these at home as they can be very distracting while dancing.
 4. Class attire is applicable to all classes and must be respected. Requirements are listed below: (all class attire can be purchased from Artistic Dance and Costume @780-872-7555//5010-50 street, Lloydminster). They also do mail orders. If class attire is not respected, a parent will be called to remind the student to wear what is mandatory and expected.
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CLASS ATTIRE FOR PERFORMANCE CLASS:

SHOES (girls and boys):

- black and white high top converse (does not need to be the actual Converse brand)
- black canvas ballet slippers with criss cross straps

BODY WEAR:

BOYS - LOOSE FITTING STREET CLOTHES

GIRLS - BLACK TANK STYLE BODYSUIT (you will need this bodysuit to put under your costumes for performances - if you wish to wear other tight bodywear like a tank top, any colour, for dance class, that is totally fine)

BLACK DANCE SHORTS OR BLACK LEGGINGS, HAIR SWEPT OFF FACE AND TIED BACK

- * **Warm-up clothes:** any student is allowed to wear TIGHT FITTING dance sweaters, sweat pants, capris or Famewear to the beginning of any class. However, once the student is warm, they will be asked to remove these items to better see body lines if rehearsing ballet, jazz or lyrical/contemp.
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5. The instructor has the right to expel a student from the class.
6. If there is a discipline or behavioral problem with a student, the parent/guardian will be contacted. If the problem continues, the director has the right to expel a student from the program with no refund of fees.
7. Only positive communication is allowed at Fame Dance Studios. We encourage all communication. However, negative or harsh tone towards staff or students will not be permitted from any client and repeated negative behavior will result in the client being expelled from the program.

8. Attendance is crucial for all programs/performances. If any student misses 2 or more consecutive classes in any term or misses enough lessons or performance events to impede their progression and readiness for upcoming events, the instructor will suggest either a) private lessons to catch up at the student's expense or b) will exempt the student from any upcoming shows or events. As well, if you miss a class or think that you will be absent from a performance, please phone in to the studio to let us know. It is the PARENT'S RESPONSIBILITY to enquire if there were any handouts or information sent out to the class on the day/s the student was absent.

9. Parents/friends/relatives are not allowed to watch regular classes as this can be very distracting to the students. However, scheduled parent watches occur throughout the year so that all friends and family can come in to watch the students in their classes. Look for these on your dance calendars on our website.

POLICIES:

1. The deadline for withdrawing from a class and receiving a refund is during the first 3 weeks of classes. **If you withdraw during the first three weeks of lessons, you will receive a refund for all remaining classes but you will not receive back your registration fee or the cost of the first three lessons.** After this time, a refund will ONLY be issued if the reason is due to a medical problem and a doctor's note must be provided. A student is considered enrolled in a class until the studio is notified in writing by e-mail to famedancestudios@gmail.com by a parent/guardian, and payment for classes will continue. **The registration fee is non-refundable.** Refunds will be issued within 4-8 weeks of the date the client notified/made the request to Fame in writing.

2. Any cancelled lessons during the year will be made up on another day during the dance season.

3. There will be a \$40.00 charge added for any NSF cheques.

PAYMENT PLANS - At the time of registration, there are two payment plans available:

Payment Plan #1 – Full Payment

a) You may pay in full at our **Pre-registration** and receive a 15%, 12%, 10% or 8% discount, depending on the .

b) You may pay in full at our **Fall registration** and receive a 5% discount.

c) Costume fees are due at time of registration - you may post date this amount to Nov 1st.

Payment Plan #2 – Post-dated cheques or monthly e-transfers

a) You may pay with a maximum of 8 post-dated cheques or arrange monthly e-transfers by filling out a promise to pay form, at **Pre-registration** and receive a 5% discount. The first cheque/payment must be dated during the month of the pre-registration you attend.

b) You may pay with a maximum of 8 payments at **Fall-registration**. However, there is no discount offered at **Fall registration** for post-dated cheques.

* **ALL POSTDATED CHEQUES OR E-TRANSFER ARRANGEMENTS MUST BE SUBMITTED AT TIME OF REGISTRATION.**

* Post-dated cheques are to be dated for the **1st of each month.**

c) Costume fees are due at registration - you may post-date this amount to Nov 1st of the dance season. Once costumes have been ordered, costume fees are no longer refundable. Tiny Tots in first term only, do not need a costume fee. If they continue on to enrol in the second term or wish to enrol in full year, costume fees are due at 2nd term tiny tot registration.

*CONTINUED, UNPAID ACCOUNTS WILL RESULT IN THE STUDENT BEING EXPELLED FROM THE PROGRAM WITHOUT ANY REFUNDS.

LATE FEE POLICY:

* IF YOU HAVE ANY OUTSTANDING FEES IN ANY CATEGORY BY JANUARY 1ST OF THE DANCE SEASON THAT ARE NOT COVERED BY POST DATED CHEQUES THAT ARE NOT ALREADY IN FAME'S POSSESSION, YOU WILL BE CHARGED 5% PER LATE MONTH ON YOUR BALANCE OWING UNTIL ACCOUNT IS PAID.

* IF YOU HAVE ANY OUTSTANDING FEES IN ANY CATEGORY BY APRIL 1ST OF THE DANCE SEASON THAT ARE NOT COVERED BY POST DATED CHEQUES THAT ARE NOT ALREADY IN FAME'S POSSESSION, YOU WILL BE CHARGED 10% PER LATE MONTH ON YOUR BALANCE OWING UNTIL ACCOUNT IS PAID.

Performance Program Outline

- The dance season runs from September to the end of April. The Year-end shows will be held at the end of April/ beginning of May.
- Performance students will all perform in our annual Year End Show, Christmas Show as well as My Friend's Got Talent and are eligible to perform in Festival Showcase.
- Performance class gets together once per week where students will learn ballet technique, jazz, hip-hop, contemporary and tap technique. A student in the performance program does not need to take any additional mandatory classes, but can if they wish.
- Performance class is geared for students who love to perform and be involved in extra shows during the year without needing to enter mandatory dance festivals. If the group is ready, your teacher might invite the class to attend a dance festival, but attendance is not mandatory.
- Home practice is mandatory for this program.
- There will be parent watch nights during the year.
- 2 missed classes/rehearsals in a row might cause the student to be exempt from the next performance. Please let us know if you have to miss a class by sending a message to your What's App chat, or text or email 780-871-1494// famedancestudios@gmail.com

Costumes

- Please check your registration form for how many costumes are required, if any, for the performance class you are taking.
 - A costume fee will be collected at time of registration to assist in the purchase of costumes early in the season.
 - Once costumes have been ordered, costume fees are not refundable.
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Class Placement

- Class Placement is based solely on the instructor's professional judgment at the time of the placement class (first lesson) and further assessment during the first 3 weeks of lessons. Class placement is based on a student's ability to perform the prescribed curriculum for each level and not on age or experience.
 - Correct placement of students in the appropriate level is extremely important.
 - The first 3 weeks of classes are used to assess a student's capabilities after their audition and place them permanently into the appropriate level. This is done at the discretion of the instructor.
 - After these 3 weeks, no further transfers will take place or be allowed.
 - Late registrations will only be taken if a proposed student is able to keep up with the pace of the class.
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Newsletters, Inquiries and Communication

- Newsletters will all be posted on your What's App chat. Hard copies of newsletters are not handed out in class as this has been a problem in the past with students forgetting to take home their newsletter. We ask all parents to join our What's App system which will remind you of all upcoming events.
 - If you have any questions or concerns that are above and beyond information you have received, or if you would like to know more regarding your child's progress, please send an e-mail to famedancestudios@gmail.com, or call/text 780-871-1494.
 - To keep the schedule on time, please do not come to discuss issues during a class. Instead, please e-mail/text to book an appointment with Miss Sarah, your teacher or your Fame location manager.
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