

FAME DANCE STUDIOS LTD.

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POLICIES, CLASS RULES AND REGULATIONS RECREATIONAL 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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GIRLS DANCE CLASS ATTIRE

3-5 YEAR OLDS - TINY TOTS:

- black or pink tank style bodysuit (or any colour is fine)
- white footed tights
- optional skirt or tutu (any colour)
- hair should be pulled back and swept off face and neck in a bun or a pony tail

SHOES:

- FIRST TERM (SEPT-DEC):

- pink canvas ballet slippers with criss cross straps
(ballet pink leather shoes are also fine if you can't find canvas in your size)

- SECOND TERM (JAN-APR): (check with your teacher to see if your class is a full year ballet/jazz or switches to tap)

- EITHER black patent tap shoes - OR - FULL YEAR BALLET/JAZZ COMBO - keep pink canvas ballet shoes
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3-5 YEAR OLDS - TINY ACRO:

- black or pink tank style bodysuit (or any colour is fine)

- black dance shorts or leggings (or any colour is fine)
 - bare legs
 - bare feet
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Ballet Classes - all ages:

- black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - black dance shorts or black leggings if wearing a tank top to class
 - ballet pink footed tights (needed for year end show and picture day - you do not need to wear these to every dance class)
 - dance skirt (optional)
 - ballet pink canvas ballet slippers with criss cross straps
 - hair swept off face and neck and pinned or clipped up in a bun
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- Jazz/Lyrical/Contemp Classes - Pre-Teen/Teen:

- black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - black dance shorts or black leggings
 - tan half soles (pirouettes)
 - hair should be pulled back and swept off face and neck in a pony tail
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Tap Classes - all ages:

- black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - black dance shorts or black leggings
 - black patent tap shoes - or - black flat split sole lace up tap shoes (recommended for older students but black patent is fine as well)
 - hair should be pulled back and swept off face and neck in a pony tail
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Hip-Hop & Musical Theatre classes - all ages:

street clothes and pure white indoor runners

Highland classes - all ages:

- black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - black dance shorts
 - black knee high socks
 - black ghillies
 - hair should be pulled back and swept off face and neck in a pony tail
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5-8 Year Old Combo Classes:

***5-8 Jazz/Ballet Combo - OR - 5-8 Jazz/Hip-Hop Combo - OR 5-8 Jazz/Ballet/Hip-Hop Combo**

- black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - black dance shorts or black leggings
 - black canvas ballet slippers with criss cross straps
 - hair should be pulled back and swept off face and neck in a pony tail
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***5-8 Tap/Ballet/Jazz Combo**

- black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - optional black dance shorts or black leggings
 - black canvas ballet slippers with criss cross straps
 - black patent tap shoes
 - hair should be pulled back and swept off face and neck in a pony tail
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*** Warm-up clothes:**

any student is allowed to wear TIGHT FITTING dance sweaters, jazz capris, or Famewear to the beginning of any ballet, jazz, tap, acro, or lyrical class. However, once the student is warm, they will be asked to remove these items to better see body lines.

GIRLS & BOYS - WHAT TO WEAR FOR ACRO CLASS

- GIRLS: - black tank style body suit or tank top (fine to wear tank tops or different coloured bodywear to dance class but we might need a black tank style bodysuit to go under your costume for year end show)
 - BOYS: black or white t-shirt or tank top (or any colour is fine), longer board shorts or tighter fitting sweats (black is preferable or any colour is fine)
 - bare feet
 - bare legs
 - longer hair should be pulled back and swept off face and neck in a bun or a pony tail
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BOYS DANCE CLASS ATTIRE

- ALL CLASSES: BOYS WILL WEAR LOOSE FITTING BLACK STREET CLOTHES

BOYS SHOE LIST:

- PURE WHITE RUNNERS FOR ALL HIP-HOP & MUSICAL THEATRE CLASSES
 - BLACK CANVAS BALLET SHOES WITH CRISS CROSS STRAPS FOR TINY TOTS CLASS & JAZZ CLASSES
 - 5-8 YR OLD JAZZ/HIP-HOP COMBO: PURE WHITE RUNNERS
 - 5-8 YR OLD JAZZ/BALLET COMBO: BLACK CANVAS BALLET SHOES WITH CRISS CROSS STRAPS
 - 5-8 YR OLD JAZZ/BALLET/HIP-HOP COMBO: WHITE RUNNERS
 - 5-8 YR OLD TAP/BALLET/JAZZ COMBO: BLACK CANVAS BALLET SHOES WITH CRISS CROSS STRAPS, BLACK FLAT TAP SHOES
 - 5-8 TAP/BALLET COMBO: BLACK FLAT TAP SHOES, BLACK CANVAS BALLET SHOES WITH CRISS CROSS STRAPS
 - PRE-TEEN/TEEN JAZZ, LYRICAL, CONTEMP: TAN HALF SOLES (PIROUETTES)
 - HIGHLAND: BLACK GHILLIES, BLACK ANKLE SOCKS
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5. The instructor has the right to expel a student from the class.

6. If there is a discipline or behavioural 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 behaviour will result in the client being expelled from the program without any refund.

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.

Recreational Program Outline

- The dance season runs from September to the end of April. The Year-end shows will be held in April.

- All Recreational students will all perform in our annual Year End Show.

- A student in the recreational program does not need to take any mandatory classes.

- Recreational classes focus on the enjoyment of learning dance.

- Students in the recreational program are not usually entered into dance festivals or extra performances. However, if the instructor deems the class ready to perform at an extra performance, this will be recommended to the class.

- Students are strongly encouraged to practice at home.

- There will be scheduled parent watch nights during the year.

- 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](tel:780-871-1494)//famedancestudios@gmail.com

Costumes

- A costume is required for each choreography/dance taken by a student.

- 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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