

## Art Park Dancers—Program Policies

### Tuition

Tuition Payment is due by the 1<sup>st</sup> of each month. Payments received after the 5<sup>th</sup> will be subject to a \$20 late fee per child/class.

Tuition can be paid by phone, online (automatic payments can be set up), or in person to the Front Office between 9am-5pm, Game Room Office 5pm-8pm and on Saturdays 10am-3pm.

Dancers may not participate in class if the previous month's tuition has not been paid.

***An outstanding balance after the 15<sup>th</sup> will result in the dancer being dropped from the program and the account will be frozen.***

Notice must be given to the business office if a student drops a dance class or monthly payment may accrue.

### Attendance

Students must arrive and be picked up promptly. Parents arriving more than 5 minutes late to pick up younger dancers (ages 8 & under) will need to park and come into the dance room to get them.

Instructors need to begin the next class and cannot leave children unsupervised.

Parents of younger dancers are responsible for supervising them while they are waiting for class to begin.

Please do not allow the dancer or their siblings to run in the hallways or foyer.

### Parent Observation

Parents who stay during their child's class time are welcome to wait in the foyer or room #11 if available. The instructor needs to have the student's undivided attention during class.

***Please do not sit in the hall or doorway of the dance room as it is distracting to the class and makes it difficult for parents picking up dancers to get to their child.***

Parents, friends, and family are invited into the dance room to watch at Christmas and again before Recital. This is a great opportunity to take pictures or record dancers.

### Dance Attire

Dancers must have proper dance attire, including required shoes in order to participate in class. (See Dress Code) Dancers are welcome to use shoes from our donation box, but parents should make arrangements to get them before class begins so the instructors don't use valuable class time fitting students for shoes.

### Recital Costumes

Recital costume fees are due on or before Fri., Jan. 9<sup>th</sup> 2015. Costume selections and exact pricing of each costume will be on the mirror in the dance room by November 3<sup>rd</sup>.

Prices are \$45-\$65 per costume. Parents can make payments toward costumes to the business office anytime between November 3<sup>rd</sup> and January 9<sup>th</sup>.

A recital packet will be sent home with each dancer the week after Spring Break in March.

This packet includes information about recital performance, dress rehearsal, tickets, tights, trophies, T-shirts, etc.

**IMPORTANT—There must be no outstanding balance on your account in order for your child to receive costumes and participate in recital. This includes tuition, late fees, & costume payments.**

Please ask if you have any questions about the above policies or need additional information about the dance program. Thanks.

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