

# BEGINNER RULES/REGULATIONS/POLICY FORM

Students Name: \_\_\_\_\_

## PARENTS/GUARDIANS PLEASE READ, SIGN AND RETURN ONE COPY

Below are the Rules, Regulations and Policies for Beginners of Maxine's Dance Studio LLC. All students and parents must become familiar with them as they were designed to maintain quality, discipline and efficiency in the studio.

- 1. GENERAL INFORMATION** - This studio provides a program syllabus, (DANCE PROGRAM) that starts in September and ends in June. We do not base our program on weekly lessons but rather on the total dance knowledge that a student will learn during the year.
- 2. PHYSICAL CONTACT** - Parent /Guardian acknowledges that physical contact takes place during class demonstration in order to avoid injury or to correct body alignment. Dancers may also be assisted in dance moves. Dance is a very physical and demanding activity, as this art form is done on the body. Teachers and staff are not responsible for any physical injury due to the nature of the art form. The above will hold true for the duration of this students training process at this studio.
- 3. NOTICE OF NONDISCRIMINATORY POLICY**: Maxine's Studio of Dance does not discriminate on the basis of race, color, national and ethnic origin, ancestry or nationality in its admissions policies, scholarship programs or any other activities administered.
- 4. PAYMENT** - Dance payments must be made on time. A \$15.00 PER WEEK late charge is added for missed payments. If payment is not made within a one-month period, the student may not participate in classes. ALL PAYMENTS ARE NON-REFUNDABLE.
- 5. EQUIPMENT** - All students must come fully prepared and equipped by the first class and bring ALL their equipment to every class. Girls: Only solid color leotards are acceptable and no chiffons skirts or attached skirts are allowed. White or pink leg tights and ballet slippers are required. Slippers must have elastic sewn across instep correctly. White tap shoes with taps installed are required. Elastic replaces the ribbons on the tap shoes. YOU MUST DO THIS, so that the student can easily and quickly change foot wear. A dance bag to hold equipment is also needed. LABEL ALL shoes and equipment. If the child's hair is long, it must be secured back in a pony tail, pig tails or a bun. All students should wear CAPEZIO ballet slippers and dance shoes. White tap shoes with taps installed are required. Boys: White tight fitting shirts, Black tights, white socks and black slippers .**Equipment may be purchased at:** Pizzazz Dancewear & Newfield, NJ Phone: 697-1640
- 6. ATTENDANCE** - Students MUST attend class on a regular basis. Progress is directly related to good attendance. Children should try and observe their class even if they are unable to dance that day. Because the program is based on the total dance knowledge a student learns during the year, make up classes are not offered at this level. There is mandatory attendance at recital dress rehearsal.
- 7. STUDENT DROP OFF AND PICK UP** - Please do not be late for class. Try and arrive 10 minutes earlier. This allows ample time to prepare for class. Lateness is a robber of time and disrupts the class once it has begun. A phone call to the studio MUST be made if the student is going to be late or absent for class. Leaving class early requires a prior written notice from a parent, or a phone call. Parents must come into the studio to pick up a child. Students may not wait outside. Students must be picked up within 15 minutes of the end of class.
- 8. CONDUCT** - Behavior in the halls, dressing room, office and studio should be polite and quiet. There must be no talking, sitting down or leaving the class room once class has begun, unless permission is granted. No chewing gum or candy allowed in studio. Any child who sits down during class due to any reason may not rejoin class for that day. Respect for teachers and classmates must be maintained at all times.
- 9. CONFERENCES** - The faculty is always happy to speak with parents regarding any concerns they may have. Students or parents wishing to discuss policies, personal problems, class status, or ability, may call the studio at 856-691-6059 Monday through Friday 9AM – 3PM. Parent/Teacher conferences will be scheduled.
- 10. CANCELLATIONS** - Call the studio for cancellations due to weather.
- 11. SAFETY** - All students, family and friends of individuals utilizing this studio shall not enter in, on, or near the stream, basketball hoop, swings, woods or other private property. This is for your safety. The use of all cell phones for calling, texting and photography inside the studio is strictly prohibited. Please go outside for all cell phone use and refrain from using cell phones inside the building.
- 12. PHOTOGRAPHS/VIDEOS** - Photographs and or video footage that include the participant may be used for promotional purposes by studio only. All choreography is copywrited and written permission must be given to post or use photos or video for anything other than private use.
- 13. ILLNESS** – Students should be kept home if there is a presence of fever, vomiting, diarrhea or the student is contagious. If he/she is too uncomfortable to participate and there is no presence of the above, the student is encouraged to observe class.

As you can see, many of the responsibilities fall on the parent/guardian. Parent/guardian acknowledges that the nature of the art of dance requires discipline, and unhampered interference with the teachers policies. Following these rules and regulations will make for a pleasant year of dancing. Thank you for your support and cooperation.

The undersigned acknowledges that he/she has read and understands the above rules, regulations and policies for this studio and grants permission for said student to be trained at this studio. I release and hold harmless Maxine's Dance Studio LLC, the VRDC, each of their offices, directors, owners, employees, and volunteers from liability for any and all injuries sustained or loss of property occurring while the above named participant is traveling to, from, attending, or dancing at Maxine's Dance Studio LLC/ Home of the Vineland Regional Dance Company.

Dated: \_\_\_\_\_

(Parent / Guardian Signature)