

Dance MANIA

SCHOOL POLICIES

386 Route 46 West, Parsippany Shopping Plaza

(973) 227-0233

www.dance-mania.net

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| Tuition | Tuition is paid in 3 installments. Installments include 3 months tuition. Payments are due into the studio on September 12 th , December 12 th and March 12 th . There will be a \$10.00 late fee for any payments received after the 20 th of September, December and March. NO EXCEPTIONS. There will be a \$35.00 charge for any returned checks. Any tuition not paid by the 20 th of September, December and March may result in your child not being able to participate in classes. For those taking unlimited classes, payments are made monthly and due into the office no later than the 7 th of each month. Same late fees and returned check fees apply. |
| No Deduction Clause | There will be no deductions for missed lessons regardless of the reason for absence. There are no refunds, credits, or transfers. Your child may make up the class at another time. Thank you for your cooperation. |
| Attendance | Consistency of attendance is important to your child's progress. Please make every effort to have your child attend every class. If you cannot attend class for any reason, please call the studio and let us know. |
| Private Lessons | If you are unable to make it to your private, you must call the studio at least 6 hours in advance. Failure to contact the studio will result in the private being counted without refund. NO EXCEPTIONS. |
| Tardiness | Please make sure your child is on time for class. If you are more than 20 minutes late your child may not be permitted to participate in class that day, unless you have notified the studio in advance. Students should arrive 5-10 minutes prior to the beginning of class, so that they may stretch or warm-up. |
| Make-Up Classes | In the event of an absence, a student may attend a make-up class (schedule permitting) within a reasonable amount of time. To arrange a make-up class, please contact the studio by telephone or in person. There are no make-up classes in the studio is closed for holidays and spring/winter recesses. |
| Dress Code (Will be Strictly Enforced) | Parents are responsible for ensuring that their children's clothing and hair are appropriate for the class taken. Dance instructors have the discretion to remove any student from class whose attire does not comply with the attached dress code. This is a safety precaution. No jewelry is allowed (rings, necklaces, bracelets, or watches). Small earrings are allowable. |
| E-Mail | All parents are asked to provide an active e-mail address. All notices will be sent via email. We ask that you please check your email frequently and read all notices very carefully. |
| Inclement Weather Procedures | In the event that the studio must close due to inclement weather or extreme emergency, you will receive an e-mail. If you are in doubt, call the studio before your class for a message. The message will say whether class will be held or cancelled. |
| Disciplinary Procedures | Students who repeatedly disregard the dress code or disrupt class with inappropriate behavior, may be removed from class at the discretion of the teacher, with or without warning. If a child must be removed from class the teacher will discuss the situation with the parent after class has ended. No refund of tuition will be given for any student who is removed for disciplinary purposes. |
| Common Courtesies | We would appreciate your consideration in keeping the studio clean. Please be considerate and clean up any remaining food, drink, or trash before you leave. If the studio is not kept clean we will be forced to prohibit all food at the studio. There is no smoking allowed at the studio!!! |

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| | Students should use the bathroom before or after class, unless it is an emergency. Exiting and entering classes for any purpose is very disruptive. Please do not allow siblings to be unattended or to disrupt classes in session. |
| Dance Bags, Jackets, and Shoes Storage | All dance bags, jackets, shoes, sneakers, etc. must be kept in the cubbies provided. There is more than enough space. All items must be kept off the floor as they are possible tripping hazards. |
| Teacher Conferences | If you would like to speak to the teacher please feel free to set up an appointment either in person or by phone. If the teacher has time you may be able to speak briefly between classes. Please do not interrupt classes. |
| Annual Recital | An annual end-of-year performance for all students enrolled at Dance Mania is held in June. This yearly event is designed to showcase each student's skills and the progress he/she has made as well as to develop his/her performance ability through participation in a theatrical production. Although it is encouraged, participation is not mandatory. There are no refunds after costumes have been ordered. No more than 3 classes can be missed from April-June if you are participating in the recital. Failure to abide by this may result in your child not being able to participate in the recital. |
| Food | Students are not permitted to eat or drink in the studio. They may have water bottles or snacks in the lobby. There is absolutely no gum chewing allowed! |

Dress Code and Footwear

Classes with a (*) next to it means the experienced level

| CLASS | SHOES | ATTIRE | HAIR |
|--|---|--|---|
| Beg. Ballet Beg. II Ballet Beg. Ballet III Inter Ballet Teen Ballet | Pink Leather Ballet Shoes | Leotard- any color Tights-pink, white, tan or black Footed | Ponytail or headband (if hair can't be tied back) |
| *Inter Ballet | Pink Leather Ballet Shoes | Leotard- Black Tights-pink, white, tan or black Footed or Convertible | Ponytail |
| *Inter II Ballet *Pre-Teen Ballet *Teen Ballet/Pointe *Teen Ballet *Company Ballet | Bloch Split Sole Canvas Ballet Shoe and Pointe Shoes(See Teacher) | Leotard- Black Tights-pink, white, tan or black Footed or Convertible | Bun |
| Beg. Tap Beg. Tap II Inter Tap | Black Beginner Tap Shoes- (please replace laces with black elastic) | Leotard- any color Tights-pink, white, tan or black Footed | Ponytail or headband (if hair can't be tied back) |
| Inter II Tap Teen Tap | Tan Bloch Tap Flex Lace-Up Tap Shoes | Leotard- any color Tights-pink, white, tan or black Footed | Ponytail or headband (if hair can't be tied back) |
| *Inter Tap *Pre-Teen Tap *Adv. Tap | Tan Bloch Tap Flex Lace-Up Tap Shoes | Leotard- Black Tights-pink, white, tan or black Footed or Convertible | Bun |
| Beg. Jazz Beg. Jazz II Inter Jazz Inter II Jazz Teen Jazz | Tan Bloch Elastabootie Jazz shoe No Laces With V-Elastic on side | Leotard- any color Tights-pink, white, tan or black Footed | Ponytail or headband (if hair can't be tied back) |

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| Beg. Hip Hop Inter Hip Hop | | | |
| *Inter Jazz *Inter II Jazz *Pre-Teen Jazz *Teen Jazz | Tan Bloch Elastabootie Jazz shoe No Laces With V-Elastic on side | Leotard- Black Tights- pink, white, tan or black Footed or Convertible | Bun |
| Inter II Hip Hop Inter II Adv. Hip Hop Teen Hip Hop | Bloch Boost Sneaker (Black) | Tank Tops or T-Shirts and Sweat Pants or Yoga Pants | Ponytail |
| Beg. Tumbling | Bare Feet | Leotard- pink or black Tights- pink, white, tan or black Stirrup, Footless or Convertible | Ponytail |
| *Inter Acro *Inter II Acro *Adv. Acro | Bare Feet | Leotard- Black Tights- pink, white, tan or black Footless, Stirrup or Convertible | Ponytail |
| Adult Tap | Tan Bloch Tap Flex Lace-Up Tap Shoes | Tank Tops or T-Shirts and Sweat Pants or Yoga Pants | Hair Pulled Out of Face |
| *Inter Lyrical | Tan Bloch Elastabootie Jazz shoe No Laces With V-Elastic on side | Leotard- Black Tights- pink, white, tan or black Convertible or Stirrup | Bun |
| *Pre-Teen Lyrical/Contemporary *Teen Lyrical/Contemporary | Bloch Light Nude Dance Paws | Leotard- Black Tights- pink, white, tan or black Convertible or Stirrup | Bun |
| Beg. Pointe | See Teacher | Leotard- Black Tights- pink, white, tan or black Footed or Convertible | Bun |
| *Mini, Petite, Junior and Teen Rehearsals | | Leotard- Black Tights- pink, white, tan or black Footed or Convertible | Ponytail |

**THE POLICIES MUST BE SIGNED AND TURNED INTO THE OFFICE BEFORE
THE FIRST DAY OF CLASSES**

Dance MANIA

POLICY AGREEMENT 2011-2012

I have read and agreed to the policies of Dance Mania as outlined in the policy statement.

Student Name: _____

Parent/Guardian

Signature: _____

Date: _____