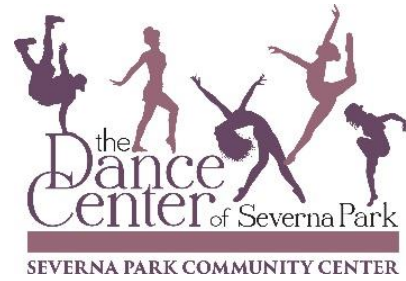


2021 / 2022 Dance Policies



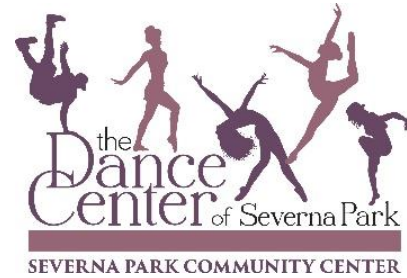
REGISTRATION

1. Students must be registered to participate in class. Please ensure all registration forms have been submitted and payment made to DCSP prior to attending any class. With the exception of session registrants, all students must register for a combination class.
2. Students may be assigned to a comparable class if class size minimums are not met. Reassignments will be first discussed with the financially responsible party.
3. Upon registering for classes, each child will receive an invitation to Band. Band will hold all information pertinent to the child's individual class, including information about in studio classes held remotely due to inclement weather (see "Make-up classes" below). Contact can be made directly with the teacher here and teachers may use this app to relay important information to students.
4. Program and recital fees are not refundable unless an Act of God prevents make up services. Costume fees are not refundable after January 1, 2022.
5. Credits for medical conditions are considered.

YEAR AROUND CLASSES

1. Lessons:
 - A) Most classes will receive a minimum of 36 lessons during the regular dance season. Non-recital classes will receive 32 lessons. In some instances, certain classes may have more or less than 36 weeks depending on recital dates.
 - B) **Make-up classes**: In studio classes cancelled for inclement weather will be made up in a comparable class via Zoom. The information for the cancelled in studio class can be found on the Band app.
 - C) Hip Hop participation is limited to students with at least 1 year of Jazz experience; Lyrical class participation is limited to those students in 4th grade or higher.
 - D) Registration for Cecchetti Syllabus class or Pointe class is provided on an invitation only basis. Continuation in the program for subsequent years is based on teacher discretion.
2. **Inclement Weather Closures**: The Dance Center of Severna Park will follow AACPS for weather closures. Classes during weather closures will be held via Zoom in a comparable class. Please check www.spcommunitycenter.org or www.facebook.com/TheDanceCenterofSevernaPark for updates on all cancellations.
3. DCSP does NOT follow the AACPS holiday schedule. A schedule of holiday closings will be posted on the website.
4. Severna Park Community Center policy requires students to be accompanied to/from class by an adult or other responsible party. *Parents please do NOT wait at the SPCC entrance in your car - this causes a backup in the parking lot and makes for an unsafe situation.
5. Students must arrive at and be picked up from class on time. If a parent is not present at dismissal, the burden falls solely to the dance instructor to ensure the student's safety. Please be respectful of instructor's schedules.
6. If for any reason a student is asked to, or requests to, not participate in class, an attempt to contact a parent or guardian will be made. If a parent or guardian cannot be reached, the student will be required to remain in class until a parent or guardian arrives.

2021 / 2022 Dance Policies



ATTENDANCE

Regular class attendance is required. When a student misses a class, it impacts their progress as well as the progress of the entire class. Please inform your teacher by phone/email if you know you will miss a class. If multiple classes will be missed due to illness, please inform the office as soon as possible. Consistent attendance is required to participate in Cecchetti exams and choreographed recital dances. It is the student's responsibility to master choreography when she/he is absent from learning.

PAYMENT

1. Monthly tuition is payable in 10 equal installments (September – June) for recital classes or in full at the start of the year to receive a 5% discount. If dancers join after the start date, the first month will be pro-rated and the subsequent months will be equal installments.
2. Payments should be made by credit card via automatic monthly credit card payment processing. An automatic processing form is included with this registration.
3. Payments are due on the 1st of each month. Accounts with unpaid balances **after the 8th of each month** will be assessed a \$10 **late fee** for amounts up to \$200.00 or 5% of the balance for amounts greater than \$200.00. Late fees must be settled no later than the 1st payment due following the late payment. The final payment of the year is due on June 1, 2022 and must be received in DCSP offices no later than June 5, 2022. Please contact Dawn Bohny at dbohny@spcommunitycenter.org if the financially responsible party is unable to make a required monthly payment. Students with overdue accounts will not be allowed to participate in the year-end recital.
4. Accounts more than 60 days in arrears will be notified by hand-delivered letter or email that class participation will not be allowed until the account is brought current. If an interruption of class participation results from non-payment, the financially responsible party will be expected to pay for all classes during the period of interruption.
5. **Withdrawal from DCSP or a class:** Students wishing to drop, add, or withdraw from a class must notify the DCSP Director in writing (or email) prior to the 25th of the month prior to the change taking effect. Withdrawals not made in writing will result in continued billing.
6. DCSP cannot fill class openings held by withdrawn students unless we are aware that they have withdrawn.
7. **RECITAL COSTUMES:** Recital costumes will be purchased by each student. Costume fees are \$60 per costume and payable with the monthly tuition in 10 monthly installments (September-June). Costume payments are not refundable after January 1, 2022. Costumes will not be purchased for accounts with outstanding fees. The last costume order date is Jan. 31st.
8. **RECITAL FEE:** A recital fee of \$135 will be payable with monthly tuition in 10 equal installments (September – June).
9. Students' accounts must be paid in full to receive costumes and participate in the recital. Recital Fee will include streaming access to recital videos with upload ability – no videotaping or taking of pictures will be permitted at recitals but will be allowed at dress rehearsals.

SESSION CLASSES

1. Session classes will run as scheduled for the stated time period.
2. Session tuition is based on the number of weeks in each session.