



Policies

Live to Dance Academy – Code of Conduct

Attendance:

- Dancers are expected to attend classes regularly.
- Dancers are expected to be punctual. Warm-up is conducted at the start of every class and it is imperative that all dancers participate in warm-up to ensure that their body is ready for physical activity.

Dress Code:

- Dancers are expected to wear listed Dance Attire to each and every class in order to positively influence the rhythm and structure of our classes.
- Please do not wear jewelry to class.

Classroom Policies & Etiquette:

- Dancers are expected to demonstrate respect for all Live To Dance Academy's Staff at all times.
- Dancers are encouraged to establish new friendships with dancers in their classes. We enforce teamwork and fairness and dancers are expected to treat each other with respect.
- Dancers must treat the studios, the premises, and the possessions of all other dancers with respect, care, and consideration.
- Dancers are expected to arrive 10-15 minutes early for class
- Please practice respect for teachers and other students by giving your full attention to the class and showing full cooperation
- Dancers must ask for permission from the teacher to leave the classroom

Parent/Guardian Policies:

- Live To Dance Academy strives to provide exceptional organization and communication. We ask that Parents/Guardians are asked to check their email and the studio website and bulletin board on a regular basis for important information throughout the season
- Parents/Guardians are expected to monitor children in the waiting room during classes
- Parents/Guardians are not permitted into the studios while classes are in session.
- Parent/Guardians are asked to please inform the studio if a child will be absent
- We have an open door policy, if you have any questions or concerns we ask that you speak with our Artistic Director.

Payment Information:

The dance season consists of 36 weeks of classes held over 10 months September - June.

The Non-Refundable Registration Fee of \$40.00 + HST per family is due with registration or first month's tuition.

New students joining after September will have their class charges pro-rated from the time they join.

We accept Debit Card or Credit Card only and have a very fair policy regarding our payment for tuition and subsequent assessment of late fees.

Payment Option: 10 Equal payments

(1st due upon registration, 9 payments at the first of every month starting Oct 1st- June 1st)

Recreational Sibling Discount- Siblings are entitled to a 10% discount (applies to the lesser valued classes). Discount does not apply to costumes or summer programs.

Recreational Multiple Class Discounts:

Take 2 Recreational Classes and receive a 5% discount on the 2nd class

Take 3 Recreational Classes and receive a 5% discount on the 2nd class & 10% discount on the 3rd class

Take 4 Recreational Classes and receive a 5% discount on the 2nd class & 10% discount on the 3rd class and 15% on the 4th class

****Please note - fee posted on website shows one of the 10 monthly equal payment installment +hst****

Tuition Policies

By registering online, I agree that the Credit Card information provided will be automatically charges for registration of classes, programs or camps that I have selected.

Debit payments must be made in person at the office during our office hours. Credit Card payments can be either made in person or will be processed monthly through our office.

Any student with an overdue balance of more than 30 days will not be allowed into class until payment in full is received. Any account unpaid after the first day of the month will have late charges assessed for 10% of the total monthly tuition.

Credit Card decline - first attempt an email will be sent indicating there is a problem, second attempt decline fee of \$25.00 NSF will be applied which is non-refundable.

If you change your class style, add or delete a class or have any questions concerning the monthly charge, please make an appointment or visit the office in person. If you chose to withdraw from a class we require 30 days written notice and **CLASS WITHDRAWALS ARE ONLY PERMITTED UNTIL DECEMBER 15, 2020. NO REFUNDS AFTER DECEMBER.**

No refund or make up classes will be made for missed classes due to student absences.

No refund is given for Non-Scheduled Closures.

The quality of our facility and faculty depends upon a system of mutual respect and cooperation. We understand that anyone may make a late payment from time to time, but please be respectful of our late fee policy.

Withdrawal Policy

In order to withdraw my student from any classes, you must notify the studio well in advance with 30 days notice via e-mail.

Costume Information

Recreational Students - A Non-Refundable Costume Deposit of \$50.00 + HST will be due January 15th. The balance of the costume is worked into your monthly class fee.

Competitive Students - Non- Refundable Costume Deposits * all outlined on your registration forms and team documentation** If your child changes or drop any of the classes where costume deposits are paid, these are Non-Refundable and if the costumes are complete, you will be required to pay that balance.