

POLICIES FOR PARENTS & STUDENTS

Attire

1. Female: Any color leotard. Any color tights. Try to stick to solid colors, if possible
Leggings-long or cropped. No baggie t-shirts, please. Hair should be pulled back and out of face. Athletic clothing (tank-tops, skirts, and stretchy shorts) are acceptable.
2. Male: Athletic clothing (t-shirt and gym shorts or sweatpants).
3. Hip Hop: Looser clothes are acceptable here. Joggers, gym shorts, t-shirts, etc...
Tennis shoes are recommended.
4. Please do not wear dance shoes outside of the studio.
5. No jewelry or chewing gum.
6. This doesn't pertain to class attire, but please encourage your students to **bring their own reusable water bottles**. We have cups just in case, but the less waste, the better!

Shoes

1. Ages 3-6 combo classes: pink ballet, black tap
2. Ages 7/8 combo classes: black tap, and tan jazz shoes
3. Ages 10+ (level 1,2, 3, & musical theater): tan jazz
4. Pom: tan jazz
5. Tumbling: no shoes! Bare feet is the safest.
6. Hip Hop: tennis shoes. We'd prefer if they had a separate pair for dance, but it's not required. Just make sure they're clean please!
7. Competition: tan jazz
8. ALL SHOES can be purchased through www.shopnimbly.com/WDC

It is not mandatory to order from this site, but the shoes need to match the required color.

If ordering from the site, Shoe sizing can be tricky (we do have sizing kits at the studio if needed), but this guide seems to be pretty accurate from our experience:

Child Sizes: add 2 to street shoe sizes

Adult Sizes: fits true to women's street shoe size, add 2 to men's street shoe size

9. **USED SHOES:** we have a plethora of used shoes available at the studio. I would try them first before buying new. *\$10 each*.
10. It's okay if you don't have shoes for the first week!
11. **MARK shoes with student's name**
12. We'll have a basket of extra shoes on hand just in case.
13. If you would like to sell old shoes, we will add a credit of \$5 to your account, depending on condition or you can do a swap (take a pair of used, leave your pair of used).

Tuition & Fees

1. You will be charged the amount indicated on your parent portal on the 15th of every month automatically if you have a card on file. We only accept cards on file currently. We can't connect bank accounts. You may edit your bank or card info at any time in the parent portal.
2. A receipt for each payment will be provided to you and the charge will appear on your bank or credit/debit card statement. No prior notification will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected. If you pull your dancer out of a class, you must notify the studio before the 15th of the exiting month or else you will be charged.

If your card declines, it will also send you an email and prompt you to fix your card info.

Class discounts include (per dancer not per family):

Two classes: 15% discount on your 2nd class

Three classes: 20% discount on your 3rd class

Four classes: 25% discount on your 4th class

3. We would prefer to have a card on file, but cash or check (made out to Wayne Dance Company) are accepted. We have a deposit box hanging on the studio wall near the entrance.

4. No refunds, credits or makeup classes offered for missed classes. Unless there's a circumstance where it is absolutely needed.

5. Keep in mind that "months" vary from 3 weeks-5 weeks, but our billing cycle is the 15th to the 15th regardless. It all evens out in the end!

Spring Recital

1. Spring Recital is set for May 19th at the Ramsey Theater (there will most likely be two showtimes)

2. Dress rehearsal is usually the morning of the show approx. 1-2:30pm

3. No recital fees. General admission tickets will be sold online. Approx. \$12 for adults, \$6 for students (PreK-12th) and kids under 2 are free.

Costumes

1. Due to the rising cost of costumes, there will be ONE costume per class, even if they perform two routines. We may have 3-piece costumes for some classes so they'll just switch the bottoms.

2. Hoping to keep costume prices around \$70-\$80 per class.

The exception is if you're a male dancer, then we usually are just purchasing tops and they provide their own pants. Hip Hop costumes can be higher because they contain more pieces and may include shoes, but not always. Updates as ordering gets closer. For spring recital, we will measure & order for costumes in Feb.

3. Tights range from \$10-\$20, depending on size/quality. Can be purchased on www.shopnimbly.com/WDC or Amazon is great too!

Picture Week

1. We usually have a picture week at *Moments Portrait Boutique* within a month of the recital.

2. This includes group and individual photos. More details as it gets closer!

Cancellations

1. Inclement weather- If Wayne Public & St. Mary's schools close, the dance studio will close.

2. Check the Facebook page, Instagram, website & email for class cancellation info. WDC staff will try their best to get the info out asap

3. *Email will be the main form of communication.* Facebook/Instagram will also be updated frequently.

Parent Viewing Policies

1. WDC staff prefers parents to drop off students. We do have a lounge in the back, but the divider wall doesn't go all the way up to the ceilings, so for noise purposes, drop-off would be best. Also, over the years we have found that dancers are less distracted if parents aren't in the dancing area.

3. At the end of each class there will be 5 minutes where you are welcome to come in so dancers can show you their new skills or routine.

4. Parent/Teacher communications are encouraged. Visit with the instructor between classes or via telephone/email. Please do not interrupt class. Contact info for ALL lead teachers is available on the website under "Meet our Staff."

Website/Social Media:

1. Use these resources! We will do our best to keep the website up to date with all info, including this policy form, parent portal link, class info, reminders, important dates, links for tickets/apparel/shoes etc...
2. I encourage you to check the website before emailing/messaging. If you can not find the info you need, then definitely reach out with any questions! If it is regarding class or missing class, please email your dancer's teacher. Their info under "meet our staff."
3. We utilize social media for promotion and informative services. We occasionally include snippets of class or shows/competitions. *If you do not want your dancer featured in any of this content, please let us know.*
4. We also utilize Youtube so your dancer may practice at home! We try to record most dances when they are at least $\frac{3}{4}$ of the way through. Here is the link:
<https://www.youtube.com/channel/UCfVVe39tvZLsAwu3Bqa3ehA>
5. Your dancer's music will also be available for at home practice here:
<https://www.waynedancecompany.com/music>

End of class

1. Students are not allowed to leave the studio unless a parent or designated individual is there to pick them up. Please notify teacher of person responsible for pick up if different than regular family members.
2. If students are allowed to walk home or to another location, just let us know!
3. We prefer students wait either in the studio or in the lobby area between us and Hair Envy, so we can see them. We encourage parents with younger kids to come in and pick up.
4. WDC staff will do our best to ensure safety.

Lost & Found/Cubbies

1. We will always have a lost & found box available to search through if anything is left behind.
2. Wayne Dance Company is not responsible for lost articles.
3. Personal cubby spaces will be provided.

Cleaning/Safety Policy:

1. We have added a tumbling recently, so we will sanitize mats and equipment after every class.
2. We will sanitize/clean floor and all surfaces. Staff will wash hands between classes, and we will have hand sanitizer available for students.
3. We encourage families to keep dancers' home if they are experiencing sickness symptoms.

Thank you WDC parents & families for joining us for our 7th Season. We are so excited to work with your children again and meet new dancers!