

Grace In Motion Studio Guidelines and Policies

REGISTRATION FEE

An online Registration Form must be completed for every student before enrolling in any lessons or participating in any trial classes. A non-refundable registration fee will be charged for each student (family discounts apply) upon registration each year. This annual registration fee covers non-tuition essentials such as account administration costs. There are no additional registration fees for summer classes and programs.

Please note, all waivers and policies must be signed before a dancer can participate in classes and programs.

TUITION

Tuition is based on the total cost for classes and is payable monthly. Payment is due on the 1st of each month, with late fees charged after the 5th of each month. Our dance season runs from September through the end of May/beginning of June. Tuition includes classes, additional rehearsals, dress rehearsals, picture day and performances. There will be no reduction in tuition for months with holidays, vacation weeks, or classes missed due to personal illness. In the case of an extended illness, please contact the studio to make special arrangements. Acceptable methods of payment include cash, check, or online payments. All checks should be made payable to Grace In Motion Dance, Inc. or Grace In Motion.

- Payment for classes must be made by the due date to avoid a \$25.00 late fee.
- There is a \$35.00 fee for returned check payments.
- There is a credit card fee for online payments of 3.05% + \$0.30 per transaction
- Any payments made with ACH (eCheck) is will be charged an additional 0.80% per transaction
- Monthly tuition is determined from an average of the entire season of classes over a period of 9 months.
- Registration fees are non-refundable.
- Credit will not be given for missed classes due to illness, snow days, or personal commitments, however, in the case of inclement weather, make-up classes will be scheduled if more than two class periods in a row are missed.
- If a student sustains an injury that does not permit them to participate over an extended period of time, a credit or refund will be issued. Please email the administration. In some cases, a doctor's note is required.
- Students may opt to make up a missed class by attending any level-appropriate/equivalent class of their choice given prior permission from the faculty and/or staff member.
- We reserve the right to cancel any class with insufficient registration. In such cases, participants can either receive credit towards another class or program, or opt for a refund.
- All faculty members are subject to change. In the event of a change, we will always substitute an equally qualified instructor.

PLACEMENT

For some new students it may be necessary to take the first week of classes as a "trial" level in order for the instructor(s) to assess the proper fit. Some classes will have a prerequisite for enrollment.

The Program Director has the final word on evaluating levels and casting for rehearsals and performances. Please be respectful of their professional decisions.

If, after two or more weeks of classes, a student is no longer interested in participating, or they are deemed as better suited for a different class, the Instructor will recommend an appropriate, alternative course of action.

DRESS CODE

Dress codes and class attire expectations are set by class, genre, and sometimes level. Dancewear can be purchased online and should be considered ahead of time so students can come prepared for their first day of classes.

A dress code ensures that a teacher will be able to see a dancer's alignment and positioning. A dress code will also teach students discipline, helping with overall focus and energy. By "dressing the part," dancers are prepared to put forth their best efforts. Dress codes can also create unity among dancers. Dress codes go a long way in minimizing distractions and create a professional atmosphere. Hair should be secured away from the face and off the neck for all dance classes. No jewelry of any kind should be worn during dance classes. Chewing gum is not permitted.

- **BALLET**- Females: solid colored leotard, pink or skin tone matching tights and ballet slippers (leather or canvas, no satin), dance skirts and compression shorts are optional. Males: white shirt and black dance leggings with black ballet shoes.
- **ADULT BALLET** - Fitted clothing of student's preference; leotards are optional. Tights or leggings with ballet slippers are required, dance skirts and shorts optional.
- **CONTEMPORARY** and **LYRICAL** – solid-colored leotard, tank top, or T-shirt with footless or convertible tights, or leggings (females). Dance shirt and pants (males). Dance shorts may be worn over tights, but bare legs are discouraged for comfort reasons as students spend a lot of time on the floor. Loose-fitting attire is not suitable for this class. Commercial Dance Socks are acceptable. Shoes are not required for this class.
- **HIP HOP** - athletic attire and clean shoes for studio use only.
- **JAZZ** - athletic attire and black jazz shoes
- **TAP** -black leotard (females), solid-colored athletic shirt or studio shirt (males). Solid-colored dance shorts or pants. Black Tap shoes (consult with your instructor for recommended brands and styles)
- **BALLROOM** - clothing that allows for movement and covers midriff. For performances, female students are required to wear ballroom dresses and male students are required to wear formal attire unless instructors specify otherwise. Ballroom shoes preferred (ask instructor for recommendations).

Note: Genders are specified above because our studio follows traditional attire standards. Please consult the studio director for further assistance if needed.

ATTENDANCE

Your dancer's consistent attendance in class is very important to the other students, as well as to their individual progress. We realize that dance is a commitment that involves more than one person, but please ensure your dancer attends their classes on time each week. Attendance is especially important during recital preparations. If you know ahead of time that your student will be absent due to holidays/vacations, commitments, or other reasons, please let us know. If your student is sick, we ask that you inform their teacher as soon as possible. Absences due to illness are, of course, excused.

INCLEMENT WEATHER

If Fauquier County Public schools are closed, the classes prior to 3:00pm will be canceled. Evening classes will be determined by road conditions and weather reports. We will post studio closings or changes in schedule to our Facebook and Instagram pages as early as possible. As always, we ask for parents and students to use their best judgment, as your safety is our main concern during these times.

EXPECTATIONS/CLASS ETIQUETTE

Grace In Motion promotes kindness, leadership, discipline, and teamwork. To create an excellent dance environment, students will adhere to the standards set forth in the policies.

We expect our students to adhere to the following behavior while in class:

- Be respectful of teachers and peers at all times. Rude or disrespectful behavior is not tolerated.
- Be open to and accepting of corrections and feedback and willingly apply them.
- Eyes and attention must always be on the teacher.
- Cell phones are not permitted on the dance floor. Personal items must be stored in the appropriate locations for the duration of each class.

Should a student become disruptive in class, the Teacher/Director has the right to remove them from class. The student will be allowed back into class at the Teacher/Director's discretion. We do not tolerate any form of disrespect from any student or parent. We reserve the right to have individuals removed for any reason deemed inappropriate by the above standards.

STUDENT/INSTRUCTOR INTERACTION

Please be advised that the study of dance involves physical contact. Instructors will often need to make hands-on contact to adjust students' alignment and to demonstrate proper motion.

Students should keep the faculty informed of any recent illness, injury, emotional/physical trauma, or other condition that may interfere with their classwork.

WITHDRAWAL POLICY

Students wishing to discontinue classes after the season has already begun should send thirty-days written notice of withdrawal in order to avoid a monthly tuition charge. Credits may be issued for students wishing to discontinue for a period of time before re-enrolling, or for students wishing to change classes. All credits expire after the subsequent season. If a student is withdrawing for medical reasons or as a result of injury, the studio should be notified immediately in order for refunds and/or credits to be properly applied. Refunds for costumes, recital fees, and/or registration fees are not offered, regardless of withdrawal date or reason for discontinuing classes.

SOCIAL MEDIA

You may not post photographs/videos that feature Grace In Motion dancers other than your own online without prior consent.

GENERAL

- Parents/guardians are required to walk any student under the age of 14 to the door of the studio and physically step inside the studio to pick up a student. Our instructors will not dismiss students from the building until they have made contact with the parent/guardian. It is against our policy for under-aged students to enter or leave the building unaccompanied by an adult. Please be prompt in dropping off and picking up your dancer.
- No gum chewing in the studio or waiting room at any time.
- No food or drink allowed in the studio (water is ok).
- Parents are responsible for monitoring all siblings not in lessons.
- Staff are not liable for any damage to or losses of personal property or valuables.
- Any choreography learned by a student is the sole property of Grace In Motion Dance and may not be copied or used for any activity outside of the Studio. Permission must be granted by the studio for any student to use studio choreography at any venue where the member is not with the studio or acting on behalf of the studio.

RECITAL

All Grace In Motion students are given the opportunity to perform in an annual recital. If a dancer opts not to participate in the recital, the studio must be notified in writing no later than November 1st. Parents are responsible for costume payments, recital fees (if applicable), and balances by the due dates. Costume payments are non-refundable and non-transferable.

Modest costumes and appropriate music are selected by individual instructors and approved by the Studio Director. Once costume fees have been paid in full, the costumes are yours to keep.

- Students must be enrolled by December 1 to participate in the May/June show.
- At the Director's discretion, a new student may be invited to perform regardless of enrollment date.
- Dress rehearsals and recitals are held locally.
- No video/flash photography allowed at studio performances.
- Students are required to remain backstage with instructors for the length of the full show.
- There are no regularly scheduled classes during Recital Week – the show activities replace all classes at the studio.

STUDIO COMMUNICATION

Grace In Motion sends primary communications via EMAIL. We do not share email addresses with anyone. Because important studio information is sent via EMAIL, please make sure that we have your correct email address on file. It is your responsibility to read our Emails so you are aware of any important dates.