

## Contempo School of Dance Policies 2024-2025

**ANNUAL REGISTRATION FEE** \$30 per student /\$20 for each additional sibling

**TUITION** (Family Discount for multiple classes per student or per family)

1 class per week- \$58 per month

4 classes per week- \$180 per month

2 classes per week- \$105 per month

5 classes per week- \$210 per month

3 classes per week- \$150 per month

Add \$20 per month for each additional weekly class over 5.

For team students: The 1 ½ hour Ballet Tech classes are an extra \$10 per month.

Tuition for the first and last month (Sept. 2024 and May 2025) is due at the time of registration. After the initial registration, monthly tuition is due on the first of each month (Oct.- April).

### PAYMENT

For your convenience, fees may be paid at the studio office or online. Auto-pay is available (select "recurring billing" on your Akada account). There is a 3.5% convenience fee when paying online, with auto-pay, or using a credit card at the studio. There is a \$20 minimum amount for credit or debit card payments. You will be required to save a credit card on your Akada account, which can be used for auto-payments on the first of each month (if you choose). If you are not on auto-pay, and do not pay your tuition by the 15<sup>th</sup> of the month, your card on file will be charged for the monthly tuition, including a late fee.

### LATE FEES

A \$10 late fee will be added after the 15th of each month (\$25 after the 30th of the month). Students will be removed from a class if an account becomes more than 45 days overdue. There are no refunds. There is a \$30 charge for returned checks. As there is no additional charge for months with 5 lessons, there is no reduction in tuition for lessons missed during scheduled holidays or cancellations for severe weather.

### CELL PHONES

Cell phones must be set on silent during classes. Dancers may not use phones during class unless a teacher allows them to videotape choreography for practice at home.

### STUDENT DROP-OFF AND PICK-UP

Students may not arrive more than 5 minutes before their class or stay more than 5 minutes after class. As Contempo is not a daycare center, it is not possible for us to supervise students before and after class. In case of an emergency, please call the studio so we can notify your dancer and ask her/him to wait inside for you.

### PARKING

Parents may park in our front, side or back lot (in spaces marked "CONTEMPO". Parents may not double-park in front of any curb or sidewalk, or at neighboring businesses (where you may be towed). No double-parking in front of any doors.

### DRESS CODE

Dancers will follow the dress code including proper leotard/tights and hair up for every class. Dancers will not wear necklaces, bracelets, or hoop/dangling earrings in class. No street clothes or street shoes in class. Never wear dance shoes outside as it damages shoes and our marley studio flooring.

### COMMUNICATION

Our primary method of communication with parents is by email. Parents will receive only necessary notices regarding tuition, class cancellations, costume fees, and recital information. We will keep e-mail addresses and other personal information private. Please make sure that we have your current email address and that your spam filter will accept mail from info@ContempoDance.com so you don't miss any important information. You can also find information in the messages on your parent portal, on our website [www.ContempoDance.com](http://www.ContempoDance.com), or Contempo Facebook. You may sign up for text messages for studio notifications, but most communication is through email.

## **INCLEMENT WEATHER**

If Pasco County schools are closed due to inclement weather, then Contempo classes will be cancelled that day. We will leave a message by email, on the studio answering machine, our website and Contempo Facebook. No refunds for weather-related cancellations.

## **SAFETY**

Students must wait inside (never outside) the studio if a parent is late after class. Please drive slowly and watch for pedestrians in the crosswalk and parking lot. Contempo School of Dance, Inc. and its employees are not responsible for personal property or accidents on the premises.

## **DISCIPLINE**

Dance instruction requires discipline. Students who misbehave or do not follow the rules (including dress code) will be given a verbal or written warning and may be asked to sit out of class. Students or parents who continue behave unacceptably will be withdrawn from the studio.

## **CLASS SIZE**

Mommy & Me (age 2-3) and Combination I classes (age 3-4) will have a max. of 9 students per class. Most other classes have a max. of 12 students (or 18 students in advanced classes in larger studios).

## **WITHDRAWAL FROM CLASS**

A 30-day notice must be given prior to withdrawing from class. The person responsible for the account must notify our office manager in writing by email. Until notice is given, we are reserving a place for you or your child. This policy allows us to keep our class size small by keeping a wait list of students wishing to enroll.

## **MAKE-UP CLASSES**

When students miss class due to illness (not for convenience or travel), they have the option to take a make-up class. Make-ups must be scheduled with our office and completed within 2 weeks. Refund or credit will not be given for any absence, including scheduled holidays.

## **RECITALS AND COSTUMES**

**Contempo holds 4 separate shows to keep them a reasonable length- 2 junior recitals for younger students, 1 senior recital for older students, and 1 Team Showcase for competitive dancers.** The classes are color-coded on our schedule to show parents which classes are in each recital. Costume fees will be due in December. Costume prices and photos for each class will be emailed in November. Dancers will be measured in class. Parents will be able to approve the costume size to be ordered. We do not charge a recital fee. Each family may order the amount of recital tickets (\$25 each) that they desire (no minimum to buy).

## **PARENT OBSERVATION RULES**

To prevent over-crowding in the lobby:

**-FOR DANCERS AGE 3-4:** 1 parent per family (and siblings) may wait inside the lobby during class every week. We do not have space for additional family members and friends in the lobby.

**-FOR DANCERS AGE 5 AND OLDER:** One parent per family may only wait inside the lobby once a month to observe classes in studio 1, 2, 3 and 4 from the lobby windows. **The observation week will be the first week of each month.** Classes in Studio 1, 5, 6, and 7 have exterior windows where parents may watch at any time.

## **HOLIDAY SCHEDULE 2024-2025**

No classes on:

Mon. Nov. 25- Sat. Nov. 30 Thanksgiving break

Mon. Dec. 23-Sat. Jan.4 Winter break

Mon. Mar. 17- Sat. Mar.22 Spring break

Recitals will be held in May (dates TBA).