

HANDBOOK & POLICIES 2022-2023 daytodaydance@gmail.com Updated 09-05-2023

## WELCOME!!

Thank you for choosing Day-to-Day Dance for your dance education this session. We want to make the time you spend at our studio as pleasant as possible, therefore, we have created this handbook of policies. Below you will find all the information needed for parents and students as we continue into this new season together.

# TUITION

Our policy is that no students should be excluded from dance due to financial reasons. We offer financial assistance. Email or call us (360)393-3927 for application.

## **REGISTRATION FEE \$20 - PER DANCER/PER SESSION**

\*Registration is non-refundable and is paid once per session.

All new and returning dancers must register to guarantee a place in their class(es). Classes are filled when registration is received on a first-come first-serve basis. No registrations will be accepted if the student has an outstanding balance.

## MONTHLY TUITION RATES AND FEES: FIRST CLASS FREE FOR NEW STUDENTS!

\*Tuition is non-refundable
1-hour class \$65 month
1½ hour class \$105 month
2-hour class \$125 month
3-hour class \$175 month
Unlimited classes \$240 month
Private Lessons \$30/30 min & \$60/60min
\$90 6 weeks nonperformance class
\$100 7 weeks nonperformance class
No refunds for illness or absences

\*Session fees for performance classes are split equally based on the number of classes:

4 equal payments for fall session Sept - Dec
5 equal payments for winter/spring session Jan - May.
Pay with cash, check, or CC (convenience fee applies).
50-55 min classes billed at full hour.
All tuition and fees must be paid no later than the 15th of each month.
\$15 late charge will be applied for delinquent payments.
\$25 charge added for NFS checks.

# **ADDITIONAL FEES (applies to performance classes)**

## **COSTUME FEE**

### \*\$75 plus tax nonrefundable

One-time fee due on the second month of the fall and winter/spring session. This fee will be added to your second month tuition statement. To ensure a costume is ordered for your child, all costume fees must be paid by then.



#### Fee Covers:

Costume and accessories chosen by the teacher and artistic director which the students keep (Does not include dance tights, leggings, or dance shoes)

Associated Costs: Administrative costs, ordering, shipping/handling, restocking fees, exchange fees, rush orders, non-returnable, and the 8.8% Sales Tax - on each costume - owed to the Government

#### **PERFORMANCE FEE (applies to performance classes)**

#### \*\$35 non-refundable

Fee is due the last month of the Fall and Winter/Spring session.

Fee Covers: Video Production Costs, Two tickets to the end-of-session performance. Additional tickets can be purchased, graphic design/program design, technical and Intern assistant and recital fees.

## **PARENT PORTAL**

Visit our website <u>www.daytodaydance.com</u> to create an account and register in our Dance Studio Pro system.

In DSP you will access your account, find class info in the shared files icon, update information, make payments, and more.

### COMMUNICATION

Class communication is done through our parent portal, email <u>daytodaydance@gmail.com</u> or call (360) 393-3927. Unless it is an emergency, please try not to contact us during class hours. You can also try Sabrina Gomez-Vannelli Cell number at 3607625444, PLEASE TEXT as opposed to leaving a VM. Studio announcements will also be emailed and posted on our Facebook and Instagram pages or texted if urgent.

Please like or follow us on our social media pages to be connected https://www.facebook.com/daytodaydance/ or @day to daydance

### **DROP OFF**

Upon drop-off each day, students will be greeted at the front, asked to sanitize their hands and leave their belongings in cubbies before dance time! And please make certain your child's hair is clipped or pulled back away from face.

### **DRESS CODE**

See our website for class wear <u>https://www.daytodaydance.com/dresscode</u>.

### **COVID SAFETY**

Hand satanize prior to class. Masks for adults and children are optional. Masks are available at the door. All our team members are vaccinated. Any child that feels sick will immediately be isolated from other children and the parents will be called for pick up.



## DAILY ITEMS TO BRING

Reusable water bottle and proper dance attire. (See dress code) We have a water fountain for refill, but a limited supply of cups. Please help us by sending a reusable water bottle with your child every day! Make sure to have your child's name clearly written on all personal items. This is important to make sure all your items return home with you, plus it keeps our valued attention with your student and not on their gear. We are not responsible for lost or stolen items.

## **ITEMS NOT ALLOWED**

Please leave money, toys, and electronic devices at home.

## **SPECIAL NEEDS**

If there are any special considerations that you feel we need to be aware of regarding your child (medications, allergies, behavioral problems, illnesses, etc.), please let our teachers know.

# EVERYONE IS HERE TO LEARN AND TO HAVE FUN

Bullying, dangerous play and violence will not be tolerated. Our policies on discipline include verbal warnings, one-on-one discussions, problem solving solutions, parent conferences, and possible removal from the program.

## ATTENDANCE

Parents/guardians should always email at daytodaydance@gmail.com or notify the teacher if their child will not be attending class that day.

## **INCLEMENT WEATHER**

You will receive an email or phone call before class if class is canceled. Class is held except under seriously dangerous driving conditions. Parents should use their own discretion if driving is difficult from your area. Make up class will be arranged if class is cancelled.

Closers due to inclement weather are also announced on our social FB and Instagram pages.

We are excited about our dancing fun for the fall. Please contact your teacher or the director if you have any questions or concerns. We are here to work with our families to reach their goals and find solutions.



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# 2023-2024 Session Schedule

First Day of Classes: Fall: September 5, 2023 Winter/Spring: January 2, 2024

No Classes: November 23-25, 2023 December 18, 2023 - January 1, 2024

> Last Day of Classes: December 17, 2023 May 19, 2024

Performances: December 16 & 17, 2023 May 18 & 19<sup>th</sup>, 2024 @ Blaine Performing Arts Center