



2023-2024 STUDIO POLICIES

- ✓ CLASS TUITION: Class tuition can be paid according to one of our two payment plans – Full 35-Week Session Payment or Nine Installment Payment. Payment is required at the time of registration in order to reserve a dancer's spot in class. **All class tuition, Performing Company, and Competition Team fees are non-refundable.**
- ✓ UNPAID CLASS TUITION/COSTUME FEES: Any dancer with unpaid tuition or costume fees will be unable to perform in the recital and unable to enroll in future sessions.
- ✓ EMAIL COMMUNICATION: An ACTIVE email address is required at the time of registration. All important studio information will be sent via email. Elite Academy of Dance will not release your email address to any third party vendors, companies, etc.
- ✓ STUDENT DROP-OFF/PICK-UP: When dropping off your child, we ask that you pull into a parking space rather than pulling up in front of the studio in order to keep sightlines clear. The street in front of our studio is not for parking to do any of the following: drop off your child, wait for your child, or socialize. We require a parent/guardian to walk dancers to the building before class and pick them up in the building (please use the marked crosswalk north of our main door to cross the street). Having parents/guardians drop their dancers off and pick them up in the building is the best way to ensure dancer safety. Please make sure your dancer knows to wait inside the building until they see you arrive.
- ✓ MINIMUM CLASS SIZE: Elite Academy of Dance reserves the right to cancel or combine any class due to insufficient enrollment. Class minimum is six students. If a class does not meet this minimum, it may be canceled or combined with another class.
- ✓ MAKE-UP CLASSES: In the event that your dancer misses their regular weekly class, they are more than welcome to attend a make-up in a class of their choosing that is in the same level or lower than the class that is missed, and is the same number of minutes as the class that is missed. Their make-up class does not need to be in the same style of dance as the class that they missed (e.g., a dancer may attend a Beg Jazz class to make up a missed Beg Ballet class - both 45 minutes, etc.). All missed classes must be made up within the current session.
- ✓ CHANGING/DROPPING A CLASS: **All class changes, including class transfers and class drops, must be taken care of through our front office.** You will be responsible for notifying the front office if you wish to drop a class. **You will be responsible for all tuition charges (including weeks in which you do not attend) until you notify the front office that you would like to change/drop a class.** You may notify our front office of any changes via email at jessica@elitedance.com.
- ✓ ENROLLING IN MULTIPLE CLASS LEVELS: Any student who wishes to enroll in more than one section of a technique class (two levels of jazz, etc.) must see instructors for appropriate class options. In order to ease performance order scheduling in the recital, dancers who enroll in more than one level of a technique class (i.e. Beg Jazz AND Beg/Int Jazz, etc.) must receive Director approval to perform in the recital with their additional class. (A Beg/Int Jazz student who also takes Beg Jazz will require Director approval to perform with Beg Jazz, etc.) Due to limited class sizes, enrolling in multiple levels of one style may not always be available.

- ✓ INCLEMENT WEATHER: Elite Academy of Dance follows St. Charles School District 303's Snow Day/School Closing policies. If school is canceled due to weather, our dance classes will also be canceled. There will be no refunds given for classes canceled due to weather, however, you are more than welcome to attend a make-up in a class of your choosing that is in the same level or lower than the class that is missed, and is the same number of minutes as the class that is missed. All missed classes must be made up within the current session. While we do our best to give ample notice of class cancellations, we also try to wait until we have the most current and accurate information regarding changing weather and road conditions before making a decision to avoid cancelling classes unnecessarily. Elite Academy of Dance class cancellations will be posted on our website at www.elitedance.com, on our Facebook page, on our Instagram, and on our studio voicemail at (847) 488-1239. Please call the studio and check our website before coming to class.
- ✓ RECITAL COSTUMES: Dancers will be measured for their recital costumes in November 2023. ***We must be notified if your child is NOT participating in the recital by the last week of October (Monday, October 23rd - Saturday, October 28th, 2023).*** We will be unable to order recital costumes for any dancer who has not submitted a Recital Costume Deposit by Wednesday, November 15th, 2023. We will be unable to send home recital costumes with any dancer who has not submitted a Recital Costume Balance by Thursday, February 15th, 2024. Any costumes that are ordered after December 2023 due to late payment of Recital Costume Deposits, late enrollment, etc. will be charged a \$10 shipping & processing fee. All costume fees (deposits, balances, shipping & processing fees) are non-refundable. **RECITAL COSTUMES WILL NOT BE ORDERED FOR ANY FAMILY WHO HAS NOT AGREED TO REQUIRED STUDIO POLICIES.**
- ✓ FOOD/DRINK/GUM: No food or gum will be allowed in the dance studios. Bottled water is the only drink allowed in the dance studios - soda, juice, sports drinks, etc. will not be permitted. All reusable water bottles MUST be labeled with dancer's first and last name. Dancers who wear sneakers to Hip Hop classes must bring a CLEAN pair of sneakers. Students will not be permitted to take class in their "outside" shoes.
- ✓ RESPECTFUL STUDIO ENVIRONMENT: All parents and guardians, as well as students, are expected to communicate and interact with all Elite Academy of Dance instructors and office staff in a respectful and professional manner, no matter the subject of discussion. As our facility is a dance studio for children, rude or inappropriate speech or behavior will not be tolerated.

Failure to adhere to these policies may deem a family ineligible for future registration at Elite Academy of Dance.

STUDIO AGREEMENT, WAIVER, AND RELEASE FORM:

As a participant or participant's parent/legal guardian, I understand that by participating in any dance class, workshop, rehearsal or performance, there is a possibility of physical injury. I, therefore, agree to assume all risks of any such injury which might occur during any classes, rehearsals or performances of Elite Academy of Dance. I agree to waive any and all claims I may have arising out of, connected with or in any way associated with the activities of Elite Academy of Dance.

I hereby release Elite Academy of Dance, the owners, and staff from all claims due to a possible injury or illness during class participation or studio performance, either on or off Elite Academy of Dance premises.

I have read Elite's policies and agree to abide by these policies. I understand that I am responsible for costume fees, late fees if not paid by the assigned due dates, and tuition fees.

I understand my child's photo(s) may be posted on the website/social media platforms or used for promotional or advertising purposes and that no fees will be offered.

Thank you in advance for your understanding and adherence to these policies!