

PARTICIPATION POLICY

I. ATTENDANCE

In order for the student to keep up with the class, we enforce good attendance. This is done for the benefit of both the student and the entire class. Poor attendance slows down the progress of the class. We require a courtesy phone call or e-mail letting us know if the student is going to be late or absent. We understand that being late is sometimes unavoidable, but excessive lateness can be disruptive and cause a loss of concentration. If a student is more than 15 minutes late for the class, they may be asked to sit and observe the class rather than participate. This is for the safety of the student and if they are late they may miss a proper warm-up and could get injured. If you are consistently late for class a letter will be sent home. Students who are picked up more than 15 minutes after the end of their class will be assessed a \$5.00 late fee for every portion of 15 minutes thereafter. If a student misses and the absence is excused, they may do a make-up in an age/ability appropriate class. This must be done within one month of the absence and must have prior approval from the instructor. There are no discounts given for missed classes. Students should be picked up inside the building at the end of class. We understand there are extenuating circumstances, but we encourage parents to prepare the student for class by making sure they have used the restroom before entering the studio. This helps eliminate wasted class time. If any class is cancelled or falls on a holiday when the studio is closed, students are allowed to make up the class in an age/ability appropriate class within one month.

II. DRESS CODE

Student must dress in proper class uniform. No prints are allowed. No jewelry, sweat pants, t-shirts, shorts, costumes, tutus, or street clothes are allowed in class (exceptions made for hip-hop). Instructor may request students to remove inappropriate items listed above. If the student does not comply with the instructor's request, the student may not participate in class. A letter will be sent home if the dress code policy is not consistently followed.

The dress code for each class is strictly enforced as follows:

- a. **Preparatory 1 & 2 Combo** – Any style plain buttercup yellow leotard without skirt attached, separate buttercup yellow skirt, pink tights, pink ballet slippers, black tap shoes.
- b. **Preparatory 3** – Any style plain seafoam green leotard without skirt attached, separate seafoam green skirt, pink tights, pink ballet slippers, black tap shoes.
- c. **Preparatory 4** – Any style baby blue leotard without skirt attached, separate baby blue skirt, pink tights, pink ballet slippers, black tap shoes. Tan jazz shoes optional.
- d. **Parent & Tot** – Stretchy non-restrictive clothing needs to be worn by both parent and child. Girls must wear leggings under skirts or dresses. Socks or dance shoes may be worn; street shoes are not permitted in the studio. Girls are encouraged to wear pink tights, pink leotard, and pink ballet slippers with hair in a neat bun. Boys are encouraged to wear black shorts or tights, a white t-shirt, white socks, and black ballet slippers.
- e. **Beginning Teen Ballet** - Any style black leotard, separate matching black skirt, pink tights, pink ballet slippers.
- f. **Ballet 1A & 1B** - Any style lavender leotard, separate matching lavender skirt, pink tights, pink ballet slippers.
- g. **Ballet 2A & 2B** - Any style navy leotard, separate matching navy skirt, pink tights, pink ballet slippers.
- h. **Ballet 3** – Any style burgundy leotard, separate matching burgundy skirt, pink tights, pink ballet slippers, pointe shoes (if applicable).
- i. **Ballet 4 & 5 Combo**– Any style black leotard, separate matching black skirt, pink tights, pink ballet slippers, pointe shoes.

- j. **Itty Bitty Hip Hop** – Any style black leotard, black sports bra, black sweatpants/hip hop pants, and any style tennis shoe or black combat boot.
- k. **Jazz & Hip Hop Combo - Beg/Int** – Any style black leotard, black sports bra, black jazz pants and black sweatpants, tan split sole jazz shoes and any style tennis shoe or black combat boot.
- l. **Teen Jazz/ Hip Hop/Lyrical Combo - Beg/Int** – Any style black leotard, black sports bra, black bootie shorts, black leggings or black jazz pants, black sweatpants/hip hop pants, tan foot undeez, tan split sole jazz shoes and any style tennis shoe or black combat boot.
- m. **Hip Hop – Intermediate & Advanced** – Any style black leotard, black sports bra, black sweatpants/hip hop pants, and any style tennis shoe or black combat boot.
- n. **Lyrical/Contemp/Improv Combo - Beg/Int/Adv** - Any style black leotard, black sports bra, black booty shorts, black jazz pants, tan foot undeez, and tan split sole jazz shoes.
- o. **Jazz, Leaps & Turns - Intermediate & Advanced** - Any style black leotard, black sports bra, black booty shorts, black jazz pants, tan foot undeez, and tan split sole jazz shoes.
- p. **Tap - Beg & Int & Adv** - Any color leotard (black preferred), black jazz pants, black tap shoes without laces.
- q. **Acro - Beg & Int & Adv** - Any style black leotard or sports bra and black jazz pants or booty shorts. Foot Undeez optional.
- r. **Musical Theater** - Any style black leotard/tank/shirt, black jazz pant, tan split sole jazz shoes.
- s. **Breakdancing** - Loose fitting, stretchy, breathable clothing. Pants need to cover the knee. A pair of tennis shoes with soft bottoms. A beanie or snowcap for head spins is required. Knee and elbow pads are suggested. No jeans may be worn in class.
- t. **Men/Boys** – White T-shirt, black tights or shorts. White socks, black ballet slippers. For jazz and tap, black jazz and tap shoes are required. Tennis shoes or black combat boots may be worn for hip-hop.
- u. **DevelopMental™ Dance Classes**– Stretchy clothing that does not restrict movement. No baggy clothing or jeans. Girls are encouraged to wear any color leotard with tights or leggings. Boys are encouraged to wear a white t-shirt and black bottoms. Ballet slippers are recommended, but white socks may be worn instead.
- v. **Adult Classes** - Tight fitting stretchy clothing. Leotard and tights preferred, but not required for ballet classes. Shoes correspond with the specific dance class.
- w. **Competition Teams** - TBD

Note: Ballet 2, 3, 4 & 5 students must carry light, medium, and heavy thera bands in their dance bag at all times.

Hair Requirements:

All Ballet classes – A nice, neat bun is required. No bangs are preferred. Hairnets are suggested covering the bun to eliminate stray hairs.

Jazz, Tap, Hip Hop – Hair must be pulled off neck and away from face. A bun or ponytail is suggested. Hair may not be worn hanging in face or eyes.

Men/Boys – Hair must be worn out of face.

III. TUITION

Tuition is to be paid in full by the beginning of each month unless other arrangements have been made. Any payments received after the 5th day of the month will be charged a \$15 late fee. Tuition is non-refundable in cash, studio credit only. If you would like to discontinue classes, you must submit in writing to Echo Noble at 9953 W. Cable Car Street Ste. 110, Boise, ID 83709 or e-mail to echo@echodance.com 30 days prior to desired cancellation date, and tuition will be charged through the 30 days. Tuition is payable online, in person, or may be mailed by cash, check, or credit card. Make checks payable to Echo School of Dance. Please write your student's name in memo area of check. If you choose to mail the payment please send it to ECHO School of Dance at 9953 W. Cable Car Street Ste. 110, Boise, ID 83709. There is a non-refundable annual registration fee due the first day of class – for new students the registration fee is \$35 and \$20 for each additional immediate family member, and for returning students the registration fee is \$20 and \$15 for each additional immediate family member. A \$30 fee will be assessed for any returned or stopped payment checks. Trial or single classes are \$25 and private classes are billed at \$35/30 min. or \$55/hour. Any unpaid balances may result in your child being taken out of the class until payment is received. Balances over 60 days will be sent to collections.

IV. DISCOUNTS

We offer family discounts for annual registration fees and tuition (up to 4 people). For new students, registration fees are discounted to \$20 for each additional immediate family member. For returning students, registration fees are discounted to \$15 for each additional immediate family member. Tuition is discounted \$5/month for each additional immediate family member. Discounts on classes may not be combined with other fees and may not be transferred between students.

V. COSTUMES

Purchasing a costume is required if your child is participating in the Spring Recital. The costume fee is \$65 per class, due on February 1, 2018. The final cost is approximate and is determined by the costume chosen and size. If costume deposits are not paid by the specified dates, this may result in your child not being able to perform in the recitals. ESD will inform the parents of the day that costume measurements will be done so that you may be present to ensure proper ordering size. Costumes have to be ordered very early to arrive in time for the recital; therefore costume fees must be paid by the deadline and are non-refundable. If students choose not to participate in the Spring Recital, all fees will be forfeited and costume(s) will not be given to the student.

VI. RECITALS

We end each dance semester with a recital. The recital fee for the Winter Recital is due November 1, 2017. The recital fee for the Spring Recital is due January 8, 2018. If recital fees are not paid by the specified dates, this may result in your child not being able to perform in the recitals. Recital fees are non-refundable. If students choose not to participate in the Winter or Spring Recital, all fees will be forfeited.

VII. VISITORS AND CLASS OBSERVATION

Non-students are not to be left at the studio unaccompanied by an adult. Studio viewing windows may be closed to observation to prevent student distraction. We will have parent observation days throughout the sessions that visitors will be allowed to watch the class.

VIII. DISCIPLINE PROCEDURES

ESD reserves the right to dismiss any student for failure to comply with studio regulation or for behavioral problems. If a student becomes a disruption in class, the child may be asked to leave or observe the class, a note will be sent home, and the parent/guardian will be notified by phone. If the problem continues, the child may be dismissed from the class. Tuition will not be refunded.

IX. PERSONAL INFORMATION

Parents/Guardians must keep ESD informed of address, telephone, and e-mail changes. Please let us know immediately of any health issues the student may currently have or suffered from previously that could be a possible problem. In addition, we would like to be informed of any issues your child may be having, so we can handle it properly if anything should arise.

X. REFERRAL PROGRAM

Echo School of Dance implemented a referral program in August 13, 2016. For every new dancer that registers under you referral to ESD, we will credit your account \$10 for the next month (up to \$50 per month). For every 5 students referred throughout one dance year (Sept-May), additional prizes of ESD merchandise will be given to the referring student. The referral must be named when registering new students. We apologize, but we are unable to give credit for previously referred students. Referral program is for account credit or ESD merchandise only. Account credits must be used by May 31, 2018 or will be forfeited. Not redeemable for cash.

XI. POLICY CHANGES

The policies and procedures may be amended at any time without notice. Changes will be posted on our website and on the studio bulletin board.

Updated May 2017

I have read and agree to Participation Policy: (Please Initial) _____

Participant Name _____

Participant Signature

_____ Date _____

Parent/Legal Guardian Signature (if under 18)

_____ Date _____