

Dance Cue Studio Policy Letter

Aug-Sept. Newsletter 2018

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Dear Parents and Students,

Welcome to the 2018-2019 season! I ask that you take a moment to read these newsletters carefully. I will be sending them home with students monthly as well as posting them to the website and emailing them. These letters will keep you informed on upcoming workshops, vacations and our annual recital. Please call or email if you have any questions.

Tuition: Due to the expense of teachers and extra operating cost, ½ tuition will be due for both August and June, to be paid at the first lesson. Every day of the week will have at least 40 lessons and rehearsals during the 10 months. Tuition is due on the first lesson of each month. There will be a 10% late fee charged on tuition that is not paid by the 15th of the month. Returned checks are subject to a \$20.00 handling fee. You may pay your tuition online on the website portal or pay with cash or check at the studio. You may put checks in the tuition box or give cash directly to your child's teacher. You will be given a receipt for any cash payments. If you write a check, please note your child's name on the check in the memo.

Absences: No adjustments will be made on missed lessons. Attendance is vitally important. In the case of an excused absence, the student is welcome to make up their class in another similar class. Whenever a student has to miss class, please call or email the studio.

Attire: All students must wear clothing that is fitted and allows the teachers to see the lines of the body. Leotard and tights are preferred, however, dance pants/capris/shorts and a fitted top are acceptable. No baggy shorts or t-shirts are allowed, with the exception of hip hop students. If students come to class unprepared to dance, they may be asked to sit out after one verbal reminder. Please be sure to label your dance shoes and it is very helpful to have a dance bag with their name on it. If you need a bag or would like any branded merchandise, we have a deal with Kraken Screen-printing and Embroidery where you can obtain merchandise with the Dance Cue Studio logo. **Also, Please be sure to send a water bottle to class with your child that is labeled with their name. We have a water cooler they can fill it from before class starts.** This will help eliminate trips to the restroom for water.

Snow Day Policy: The studio will follow the Millard school closing schedule. If the weather becomes bad later in the day we will post an announcement on the website. These classes may be made up in another class. If in doubt, please contact the studio.

Recital: Although it is not required, it is my belief that if the student has worked hard all year they deserve to be presented in a rewarding production. There is a \$70.00 recital fee charged for each family. This fee will help pay for the sound, scenery, and program costs etc. There is a costume deposit of \$40.00 for each class and the remainder of the balance will be due before the costumes are ordered. Costumes are kept reasonable and age appropriate. No recital fee or costume deposit is due for Creative classes. We will have two fundraisers for those who wish to participate.

Calendar 2018-2019

August 13 th	Classes begin
August 27 th	Fundraiser begins
September 3 rd	Labor Day/No class
September 24 th	Fundraiser orders due
October 1 st	Recital Fee and costume deposit due
October 20 th	Pick up fundraiser 10:30-11:30
October 31 st	Halloween/No class
November 20 th -25 th	Thanksgiving break
December 3 rd	Costume balance due
December 21 st -January 5 th	Winter break (classes resume January 7 th)
February TBD	2 nd Fundraiser
April 19 th -27 th	Spring break
May 19 th	Picture Day
May 20 th	All balances due
May 27 th	Memorial Day/No class
June 2 nd	Creative Recital
June 3 rd -6 th	Studio rehearsals
June 8 th	Dress Rehearsal
June 9 th	Recital