

## **DANZ FORCE - POLICIES AND PROCEDURES**

**REGISTRATION:** A \$55 non-refundable fee per student is required yearly at time of registration. This fee includes a required team t-shirt. A new enrollment form is required yearly also. This fee is prorated during depending on time of season.

**TUITION:** Tuition may be paid by cash, check or credit card by the 1<sup>st</sup> of the month. Each account must have a back up by automatic credit card payment (Visa, Mastercard or Discover) or automatic bank account debit (debit card with Visa or Mastercard logo). Tuition will be debited from your chosen account on the 7th of the month ( if not paid prior to the 7th via another form of payment) each month from your enrollment date through April or your withdrawal date). All charges will appear on your bank statement or credit card statement as being from Danz Force. Only regular monthly fees may be paid by auto-debit or credit card. Incidental purchases such as competition fees, apparel, uniforms or snacks must be paid by cash or credit card at the point of purchase.

**RETURNED PAYMENTS:** You agree and authorize the studio to electronically debit by bank account or credit card for the amount of any NSF/declined transactions plus a \$25 NSF/Declined Credit fee. You also authorize the studio to charge your card on file for any outstanding balances once the account reaches 7 days past due.

**WITHDRAWAL / REFUNDS:** One-month notice from the first of the month is required to discontinue any classes. We ask this as a courtesy to teachers / coaches. Withdrawal must be done in person and in writing and will not be accepted over the phone. Withdrawal must be done by filling out a Withdrawal Form at the front desk. All automatic bank debiting or credit card charges will stop after the one-month notice period. Danz Force reserves the right to terminate lessons to any students without notice. In such a case, a refund for unused lessons will be given.

**CLASS CANCELLATIONS:** Extreme weather or unexpected interruption of classes: If the school must cancel classes due to extreme weather or events beyond our control such as power outages, the missed lessons will be added on to the end of the teaching year or in place of a regularly scheduled closure.

**HOLIDAYS:** Classes are based on 4 or 8 classes per month. Some months have more or less. We will make sure that you are given the correct amount of classes by the end of the season. This will include Thanksgiving, Christmas and Spring Break. Performances and Competitions will account for some of the makeup classes. Tuition is the same for these during these months.

**ADULT RESPONSIBILITY:** It is the responsibility of the parent, guardian or adult student to be aware of all studio activities such as competitions, payment deadlines, and the dates the studio is open or closed. The studio will post such notices on the studio bulletin board as well as posting notices on the studio website, and via email. It is the parent's and student's responsibility to regularly check these resources to ensure that they are informed. It is the responsibility of the parent or adult student to inform the studio of any address, email or telephone number change. We generally follow the Farmington school calendar. Please see our yearly calendar for scheduled holidays and breaks. Parents, guardians, and adult students caring for children that are not participating in classes, must attend these children at all times. Danz Force is not responsible for injury, harm, or disappearance of children that are left unwatched or unattended by the adults legally and/or ethically tasked to their care. Any damage to Danz Force property due to negligence in this matter will be the liability of the adults that are responsible for watching the children who caused the damage.

**DRESS CODE:** To be a dancer, gymnasts, or cheerleader, we have required practice wear. Required practice wear and shoes must be worn to all classes. Failure to wear required practice wear to class could result in students being asked to sit out of the class. Repeated failure to wear required practice wear could result in removal from class roster. For safety reasons, students are not permitted to wear jewelry or have gum. Hair must be tied back away from neck and face.

### **SPECIFIC DRESS CODE REQUIREMENTS:**

**Dance:** Dance pants, leotard or tight fitting tank or team t-shirt, jazz shoes, ballet shorts (over tights). No hoodies, fleece pj pants or denim.

**Gymnastics:** Bare feet or acrobatic shoes are required. Leotards or unitards are acceptable. Gym shorts or dance pants. For safety reasons, do not wear loose fitting clothes. No hoodies, fleece pj pants or denim.

**Cheerleading:** Cheer Shoes, T-shirt or tight fitting tank, shorts or dance pants. No hoodies, fleece pj pants or denim.

### **ADDITIONAL INFORMATION:**

**Email and Website:** In an effort to maintain constant and efficient communication with all of our students, we regularly distribute information through our website and by email. It is the responsibility of students or parents to ensure they are current on all information. Make sure the studio has updated contact information at all times.

**INJURIES OR HARM:** Parents, legal guardians of minor students and adult students waive the right to any legal action or medical expense compensation for any injury or harm sustained on studio property resulting from regular dance, cheer, or any other studio activity conducted by the students before, during or after class time.

**PHOTO RELEASE:** Periodically the studio will take photographs of students during classes, activities and events to use in brochures, websites, posters, advertisements and other promotional materials for the school. By enrolling at the school you agree to the use of photographs for those purposes, and understand that the school may copyright such photographs in its name.

I understand that by taking part in this event, there is a possibility of injury or sickness to my child, therefore I give permission for my child to participate with Danz Force All Starz Team. I hereby grant permission to a licensed hospital staff to administer immediate treatment to my child should she / he be injured. Further, I understand that I am responsible for the payment of expenses incurred relating to my child's medial treatment. I also agree to hold harmless the Danz Force All Starz Teams, Sheila Mobley and / or employees of Danz Force All Starz Teams, and / or Neil Merrion (facility owner) for injury as a result of my child's participation in this team. Danz Force Team strives to provide the maximum in safety procedures and guidelines and therefore cannot assume responsibility for any accident of injury that may occur.

I have read, understand and agree to the Rules/Regulations and Liability.

Name Student (please print): \_\_\_\_\_

Signature of Parent or Adult Student \_\_\_\_\_ Date \_\_\_\_\_