



POINTE ACADEMY DANCE CENTER STUDIO POLICY

The Philosophy of The Pointe Academy Dance Center is to provide excellent professional training to the serious and recreational dancer alike. The faculty strives to create a warm and friendly setting, maintaining etiquette and discipline in a positive atmosphere, while guiding students through the rigors of dance training. It is our belief that dance training is a valuable discipline, one that carries over into every facet of life, and discipline that demands the best of one's self. Dance training enhances an individual's self-control, heightens self-esteem, increases sense of worth, and develops better organizational skills, leading to academic success.

Dance training at the Pointe Academy Dance Center enhances life, lifting the student above one's self, creating a healthy mind and body. The instructors provide an atmosphere in which teachers and students are treated with dignity and respect. We believe progress is realized best in a professional environment.

Mission Statement: The Pointe Academy Dance Center is dedicated to developing one's personal artistic best through an open supportive environment. We embrace the spirit of dance.

Etiquette:

Dancers & parents are expected to follow the student code of conduct and The Repertory Company Contract. Dancers & Parents will show respect for themselves, other students/families, the art of dance, PADC faculty and the studio. Students are expected to come to the studio ready for class. This includes but is not limited to, arriving with hair in a bun, being properly dressed for class without underwear under leotards, without jewelry other than small earrings and shoestrings fixed appropriately. A "warm up" or "cover up" over dance clothes is required when entering and exiting the studio. Students are not to leave the studio under any circumstance, wearing only their tights and leotard.

Student Placement:

Class placement is up to the discretion of the owner and director, Marybeth Tremp-Seeger. Class placement will be based on talent and age.

Tuition:

Tuition is due on the 1st of each month with the exception of June. We request a combined May/June payment be submitted on May 1. Tuition is non-refundable. If payment is not received by the 7th of the month, a \$25 late fee will be added to your account, and \$10 a week thereafter until payment is received.

Attendance:

If you are going to be absent, students are required to call (248) 852-2585 or email admin@pointedancecenter.com to notify the studio **prior** to the absence. Repertory Company members are to follow the Rep Co attendance requirements stated in the Repertory Company Contract. If you miss class, please coordinate with the director and teacher, an appropriate class to take as a makeup.

Timeliness:

Please arrive at least 10 minutes early for your first scheduled class. This allows dancers the opportunity to prepare for class and so they class can begin on time. When tardy, students will enter the classroom quietly and not cause disruption. It is the parent's responsibility to drop child off on time for class and to be prompt when picking child up after class. All dancers will remain inside the studio while waiting to be picked up. The studio closes at 9:30pm



each evening. Please respect our staff by picking your dancer up on time. The Pointe Academy Dance Center cannot be held responsible for watching children after class.

Studio Etiquette:

Dancers & Parents are expected to show respect for the facility. Please pick up your trash and put in the garbage can before leaving the studio. If you read any books, or magazines from the bookcase please return as you found when you are done.

Dance Room Etiquette

Dancers, please leave gum, food and drinks outside of the studio. Please do not hang on the barres or touch the mirrors.

Dress Code:

Students are expected to follow the Pointe Academy Dance Center Attire Requirements. Please reference “Attire” document for further information. Students are expected to come to the studio ready and dressed for class. Repertory Company Members are to purchase company jazz, ballet and tap shoes.

Studio Closing:

INCLEMENT WEATHER: Every effort will be made to stay open during inclement weather. However, if either the Rochester or Troy School districts close on a given day due to inclement weather, The Pointe Academy Dance Center will also close. Additionally, inclement weather conditions can begin during the daytime hours, and the cancellation of classes for that evening may become necessary. **We will do our best to inform families via email and social media if the studio will be closed, but in the event of severe road or weather conditions, or if the weather conditions worsen during the day, call the studio (248-852-2585) after 2:30PM to see if classes will be held.** If road conditions are deemed to be such that cancellation of classes is necessary for Saturday classes, **we will do our best to inform families ASAP that the studio will be closed. If you have not received an email or phone call please call the studio (248-852-2585) to see if classes will be held.** It is the policy of The Pointe Academy Dance Center to cancel classes *only* when it is indicated by inclement weather/poor road conditions. **Please Note:** The Pointe Academy Dance Center is aware that road conditions can vary widely in our area. It is always the responsibility of our dancers’ parents to make the decision for their child’s attendance on any given day. The Pointe Academy Dance Center cannot be liable for any decisions to attend class, should the studio remain open. Regrettably, The Pointe Academy Dance Center cannot make tuition refunds or adjustments for classes missed. However, in the event of cancelled class(es) due to inclement weather, the class(es) may be made up within two months.

Inquiries:

Any questions regarding studio policy should be directed to Marybeth Tremp-Seeger. A meeting must be set up if you wish to speak with the director. Walk-in meetings are not possible due to schedule.