

School Policies

Class Promptness and Attendance

It is essential that students come to class on time. Lack of proper warmup at the beginning of class can cause injuries; also, late arrivals disrupt class concentration. Students over ten minutes late will be asked to sit and observe. Permission to leave early must be obtained prior to class time.

It is imperative to attend class regularly. If you cannot attend class, please call our office (Church Street 404.378.3388; Sams Street 404.377.6927) to leave a message for your teacher. Absence from class for a valid reason (illness, out of town, holiday) may be made up in a comparable class. During winter months, call our office to find out if classes are cancelled because of snow or ice. If your class is cancelled, you may make up in a comparable class. **ALL CLASSES MUST BE MADE UP BY SATURDAY, APRIL 3, 2021.**

Class Attire and Behavior

- **Creative Movement:** pink leotard, pink tights, pink ballet shoes
- **Pre/Beginning and Intermediate Ballet:** royal blue leotard, pink tights, pink ballet shoes
- **Intermediate Ballet 5 & 6:** burgundy leotard, pink tights, pink ballet shoes
- **Pre Company:** garnet leotard, pink tights, pink ballet shoes
- **Advanced Ballet:** black leotard, pink tights, pink ballet shoes
- **Male attire** for creative movement and pre/beginning, intermediate, and advanced ballet: white T-shirt, black tights, white socks, white ballet shoes
- **Modern Dance:** any color leotard, any color footless tights, no shoes
- **Jazz:** black leotard, tights, jazz shoes. Adding jazz pants, capris, or appropriate length shorts is acceptable.
- **Hip Hop:** jazz pants, capris, appropriate length shorts, with a leotard or any color t-shirt without print or logos, and sneakers which will only be worn inside the studio (no sneakers worn on the street will be allowed).
- **Tap:**
 - Ladies – any color leotard, black dance shorts or leggings, black tap shoes
 - Gentlemen – any color t-shirt without print or logos, black shorts, black tap shoes
- **Ballroom:** street clothes

Dancers should put their names inside all their belongings (leotards, tights, shoes, dance bags, etc.). Valuables should be locked in your car or taken into class with you. The school is not responsible for personal property.

Dancewear and dance shoes are not suitable for streetwear. Coming to and going from dance classes, dancers must wear some sort of cover-up and street shoes.

For creative movement hair must be pulled away from the face and neck and secured to the head. For preballet and ballet classes, hair must be arranged in a secure ballet bun.

Dancers must not wear jewelry in class.

Cell phone use is not allowed during class time. At the beginning of class, when dancers enter the studio, they must turn their cell phones off.

The school reserves the right to limit any student's participation for not adhering to correct class attire, or for behavior deemed inappropriate.

Office Records

If you move or change your phone to an unlisted number, please notify our office immediately. This information must be current at all times for every student, in case of emergency. We consider your personal information private, and hold it in strictest confidence.

Parking, Church Street Studio

Additional parking for our Church Street Studio patrons is available directly across the street in the Tabor Accounting parking lot after 5:00 p.m. on weekdays and anytime on weekends.

Parent/Teacher Communication

Be sure the teacher of the class is aware of any special physical, emotional, or educational condition, the student may have. Teachers are available for private conferences. Please email or call to leave a message at the studio office for the teacher to call you to arrange an appointment. Class schedules do not allow adequate time for private discussions between classes.

School Notices and Newsletters

Important school notices and newsletters are sent to the entire school mailing list by MailChimp emails. Notices for individual classes are sent to the class email list. If you are not receiving emails from us, please notify our office. Also, if you change your email address, it is very important for you to notify our office.

Responsibilities for Parents

Please be considerate of the classes in session by being quiet in the dressing rooms, hallways, and lobby. Students should be picked up promptly at the end of class. You will be charged a Supervision Fee if you pick up your student later than 15 minutes after the class ends. For each 15-minute segment (or part thereof), the Supervision Fee is \$5. If you are going to be late picking up your dancer, please phone, so we can reassure your student.

Visiting Days

We invite parents to observe class THREE times during the season. You may select your three days. Please do not bring small children with you on your visiting days. At the beginning of the season, teachers will send additional details regarding their visitation policies for each class.

End-of-the-Season Programs

Performance is a valuable and necessary part of the dancer's education. All students will perform in annual end-of-the season presentations appropriately designed for their age and technical level. Studio demonstrations and/or theater performances are planned for May 2021. Costume Fees are due by October 14, 2020. If your child's class is included in the theatre performance, the fee is \$75. If your child's class presents a studio demonstration, the fee is \$65. There is an additional Performance Fee for all classes participating in the theatre performance of \$25, and is due on January 13, 2021. Costumes are given out in late spring if your account is current.

Classes I am Registering for:

Type of Class

Day

Time

Tuition

Class Hours per Week/Monthly Payments

1 hour per week	\$68
1 1/2 hours per week	\$95
2 hours per week	\$115
2 1/2 hours per week	\$135
3 hours per week	\$145
3 1/2 hours per week	\$155
4 hours per week	\$165

- I have included a \$50 Registration Fee with this registration form.
- I understand that one month's tuition (prepayment of May 2021) is due with the Registration Fee.
- I understand that I am registering for the nine-month season, I understand that one month's tuition (prepayment of May 2021) is due with the Registration Fee. I understand that, if I must withdraw after the school year begins and prior to December 31, 2020, the advance tuition for May 2021 is refundable when a month's written notice is given. I also understand that, after January 1, 2021, the advance tuition for May 2021 is not refundable.
- I understand my Costume Fee (\$75 for theatre performers; \$65 for studio demonstration performers) is due by October 14, 2020. My Performance Fee of \$25 is due January 13, 2021.
- I understand my payment plan shown above and will make timely payments.
- I agree to allow my student to be photographed or videotaped. I understand that no release of personal information such as name or address will be made. I release Decatur School of Ballet from any damages in using photographs or video images of my child.
- I agree to abide by the policies of Decatur School of Ballet.

SIGNATURE (Person Responsible for Payment)

DATE SIGNED

Please fill in the following information if someone other than parent or guardian is responsible for payments.

NAME OF PERSON RESPONSIBLE FOR PAYMENT

ADDRESS

STREET

APT. #

CITY

STATE

ZIP

HOME PHONE

BUSINESS PHONE

Registration for Teens and Children

Fill out BOTH SIDES of this registration form and return it to our office with your non-refundable \$50 Registration Fee plus one month's tuition (prepayment of May 2021). All school information (including class confirmation) will be sent by email. **PLEASE PRINT ALL INFORMATION CLEARLY, ESPECIALLY EMAIL ADDRESSES.**

Student's Name _____
FIRST LAST

Address _____ GA _____
STREET APT # CITY ZIP

Home Phone _____ Birthdate _____

Student's E-Mail Address _____

Student's Cell Phone _____

Exact Age (as of 9/8/20) _____ years _____ months Sex ____ M ____ F

Name of School _____ Grade as of 9/20 _____

Previous Dance Training (Be specific. Give names of schools, number of years, style of training.) _____

Started at DSOB what year? _____

Special Physical Conditions (poor sight, hearing loss, allergies, etc.) _____

Other Extracurricular Activities _____

Emergency Contact (other than parents) _____ Phone _____

Names of other immediate family members registered with our school _____

How did you find out about our school?

☐ Friend or Relative ☐ Internet

☐ Other (describe): _____

Any other information our school personnel should know about this student? _____

Parent #1 _____

Address _____ GA _____
STREET APT # CITY ZIP

Home Phone _____ Business Phone _____

E-Mail Address _____ Cell Phone _____

Occupation _____ Employer _____

Parent #2 _____

Address _____ GA _____
STREET APT # CITY ZIP

Home Phone _____ Business Phone _____

E-Mail Address _____ Cell Phone _____

Occupation _____ Employer _____

PLEASE FILL OUT OTHER SIDE