

2024-25 Policy Guide

Registration and Class Placement: Fall registration fee of \$50 per family is annual and non-refundable, and will be charged within 7 business days pending approval of enrollment. A credit card on file is required for web and portal registration. The last day to register for the 2024-25 season is September 30th. Class placement is decided by our teachers based on age, grade, ability, and experience. Personal schedules and transportation issues will not override placement criteria.

Tuition: Our program spans the school year, and our tuition is a yearly amount broken down into equal monthly installments for your convenience (ie: the annual charge for one class is \$750.00, divided by 10 months, equaling \$75.00 per month). **AUTO-PAY IS REQUIRED FOR THE 2024-25 SEASON.** Fees are processed and your credit card will be charged on the first business day of the month, September through June. Fifteen days written notice is required to cancel auto-pay. There are absolutely no refunds once tuition has been processed, but in special circumstances studio credit may be given. Any account with an unpaid balance after the 15th of the month will be charged a \$20 late fee. Chronic delinquent accounts may be asked to leave the school.

Recital: Our school year culminates with our annual Summer Revue at the Edmonds Center for the Arts, **which takes place on the fourth weekend of June.** All dancers choosing NOT to participate must let the studio know before DECEMBER 15th by emailing barclayshelton@gmail.com. Attendance for all performances and rehearsals is mandatory. **NO DRESS REHEARSAL = NO RECITAL!!!**

Recital Costumes: Students are responsible for purchasing recital costumes. Costs range from \$60.00 to \$90.00, depending on the size and detail of the costume. Minor alterations may have to be made and will be the responsibility of the student.

Hair and Attire: All students are expected to abide by the Hair and Attire Policy, which can be found on our website and at the front desk.

Class Attendance: Injuries, illness, and family emergencies are considered excusable absences. Students/parents are asked to call or email the studio prior to class time in case of tardiness or absence. When applicable, make up lessons may be scheduled with your instructor. Chronic absence and tardiness may be grounds for discipline or potential removal from class.

Enrollment Minimum for Classes: If a class does not have a minimum of 5 students enrolled by September 30th, that class may be cancelled. If this occurs, every effort will be made to place students in an appropriate alternate class.

Promotional Pictures: All pictures that are taken throughout the course of the school year may be used by Barclay Shelton Dance Centre and/or Edmonds Center for the Arts for their websites, social media, and other promotional purposes.

Liability Waiver: I hereby release, remise, and discharge Barclay Shelton Dance Centre and its agents and employees, of and from all claims, demands, actions and injuries, sustained to my person or property as a result of any act, omission, or negligence while participating in classes, rehearsals, performances, or other events with Barclay Shelton Dance Centre on or away from its physical campus. I also understand that Barclay Shelton is not responsible for lost or stolen valuables.