



## Policies

### **Registration and Tuition:**

Dance Tuition is based off enrollment for a 14 week session/semester. There are no discounts for Holiday closures, studio closures, or absences. In the case of inclement weather or unforeseen events/emergencies; Hawaii Dance Arts has the right to cancel classes without providing refunds, credits, or make-up classes. Yearly registration for all students is \$35 plus sales tax. If you need to drop a class for any reason, re-enrollment fee may be assessed to return. Please see *Dropping/Canceling Classes* for more info. We do not offer refunds.

### **Attendance/ Absences:**

Proper and consistent attendance is essential for a student's learning in dance. Proper and consistent attendance ensures a student learns dance, retains choreography, and understands team work. There are no discounts for Holiday closures, studio closures, or absences. There are no refunds or adjustments made for missed classes. Tuition is based on enrollment, not attendance. Classes are not *a la carte*. No make-up lessons are offered to maintain class sizes, enrollment count, and rosters. Your tuition payments serve as a hold for your student's spot in class, whether you are in attendance or not. We ask that parents please notify us via email if their student will be absent so we can inform the teacher. Make-up classes will only be considered in special circumstances such as prolonged absences due to illness. If your dancer can no longer attend class, please see *Dropping/Canceling classes* for more info.

### **Dropping/Canceling a Class:**

If you can no longer participate in dance class and need to drop; please submit a written notice, minimum of 15 days prior to stopping classes. Classes can become full and we may need to offer the spot to another dancer. A \$25 re-enrollment fee will be assessed if you dropped dance class, but would like to return.

### **Code of Conduct:**

Students and Parents are expected to act respectfully to all HDA staff, teachers, and volunteers while on the premises of the dance studio. We ask that students and parents don't cause disruptions during classes and/or act in a way that makes others uncomfortable. Bullying, intimidation, and/or gossiping will not be tolerated. Students or Parents not adhering to the HDA's code of conduct may be dismissed from the studio at the discretion of the Director. Let's spread Aloha and Live Pono!

### **Parent Communication:**

We communicate via email, social media, our bulletin board, and through our website. We try to keep our communication at a minimum, we send monthly emails that have important information. Please read our emails. Please make sure to stay informed by reading our bulletin board on our lanai and following us on social media. Please remember to let us know about absences etc. regarding your students attendance and participation.

### **Student Expectations:**

#### Dress Code and Appearance:

Dress to impress! Students are expected to wear the proper dress code attire for each class including proper footwear. Students for all classes must have their hair up and out of their face.

#### Ballet:

Black Leotard, pink tights. Skirt optional. Hair in slicked back and secure ballet bun. Canvas pink ballet slippers, no leather allowed.

\*Ages 3-6 may wear any color leotard/ballet dress. Please no drawstrings in ballet slippers for this age group.

#### Jazz/ Contemporary:

Tightly fitted dance and/or fitness clothes such as leggings, leotard, and/ or tank top. No baggy clothing. Hair out of face such as a ponytail. Tan colored Jazz shoes, half soles, or dance socks recommended.

#### Tap:

Leggings or shorts so that the teacher can see ankles, please no jeans. Leotard, tank top or t-shirt. Hair out of face such as a ponytail. Capezio tap shoes recommended.

#### Hip-hop:

Loose fitting clothing, no jeans or dresses/skirts. Hair out of the face such as ponytail. Must have a pair of Sneakers that are only worn in dance class.

### **Classroom etiquette:**

- Bring a positive attitude and willingness to learn
- Be prepared and on time. If late do not disrupt the class and quickly join in when ready
- Ask questions and give a response to the teacher when they're speaking to you
- Always do your best
- Have good manners and thank your teachers at the end of class
- Treat everyone in class with respect and kindness
- Keep your hands to yourself
- Don't stand in front of the teacher
- No talking when the teacher is talking
- No eating or drinking
- No gum chewing
- No jewelry or apple watches allowed
- No gymnastics during class
- No hanging on the ballet barres like a jungle gym
- No touching the mirror
- Silence all devices
- Please no complaining

### **Class Placement:**

Hawaii Dance Arts offers a wide variety of classes and genres for all ages. Students will be placed first according to their age and then their level. All students will be placed in the appropriate class based on the expertise of the teacher and to the level that empowers them the most. Just like in school, students stay at the same level for dance for an entire year before advancing. All class advancements are at the discretion of the Director.

### **Yearly Performance:**

We hold an annual professional dance performance in May or early June. Dancers who want to participate in the end of the year Dance Showcase are expected to commit minimum January - Spring. The Spring Showcase is optional and not required to participate in classes. Good attendance is of the utmost importance for the Spring session as we work towards our performance.

### **Holidays**

Scheduled holidays and closures for 2024 as follows:

Halloween 10/31

Thanksgiving weekend 11/28-12/01

Winter Break 12/20 -1/08