**Millpond Dance Studio Policies**

General

 • Millpond Dance and its instructors are not liable for injuries sustained on the premises.

 • Millpond Dance classes are subject to cancellation due to inclement weather. Closings will be posted on our website, Instagram and Facebook page.

 • Millpond Dance will follow the Wake County Public School System traditional calendar.

 • Food and/or gum are not permitted in the studio. Bottled water is acceptable.

 • Children in waiting areas must be supervised at all times by a parent or guardian.

 • For the safety of your child, please pick up your dancer inside the building after class. Please be on time to pick up your child.

 • Adults and siblings must remain in the waiting area during class. Parents can observe classes through the viewing window.

 • Any inappropriate or slanderous remarks about Millpond Dance or it's staﬀ members on any social media site will be cause for immediate dismissal from the studio.

Makeup Policies

 • Millpond Dance oﬀers a makeup option for adult and youth enrollment classes. Students have the opportunity to make up a missed class if multiple classes are oﬀered.

 • No refunds are granted for missed classes.

Tuition and Payment Policies

 • Tuition is due on the ﬁrst of every month, either by direct debit, cash, check, cashapp or venmo. A credit card is still required to go on file.

 • A non-refundable registration fee of $40/person, $50/family, is due at time of registration. (Summer registration is $15)

 • Payment for classes must be made prior to entering the dance/ﬁtness class.

 • All sales are ﬁnal and are not refundable or transferable.

 • There is a $25.00 fee for returned checks.

 • Millpond Dance requires a minimum of 4 paying students for youth and adult dance classes to run.

 • A trial class may be purchased for any enrollment class. Prices vary.

 • Payments made after the 10th will incur a $10 late charge per person.

 • Tuition for June (recital month) is still required to be paid in full.

 • A $75 costume fee will be due October 15th.

 • Balance of costume fee with be in March (Date TBA)

 • Tickets for June recital can be purchased about a month prior to show.

Dance Attire

 • There is no formal dance attire requirements for classes.

 • Appropriate shoes for each class. (Tap shoes, ballet shoes, sneakers, ballroom shoes).

 • All tap shoes must NOT be worn on any surface other than hardwood.

 • Please do not wear tap shoes on concert (such as garage ﬂoors) and do NOT wear shoes from car to studio.

 •Please NO GLITTER

Cancellation Policy

 • You may withdraw from any or all dance classes with a notice.

 • You will be responsible for the tuition for the month you are canceling as well as the following month.

 • No refunds will be given on any payments.

 • Exceptions to the rule: moving, injuries or lost wages.

Private lessons and studio rental

 • You may purchase a private lesson package or single class.

 • The studio may be rented at a cost of $30 per hour.

• Parties are oﬀered (prices will vary).

**NEW**

* If unforeseen occurrences happen and the studio doors are required to close by law, zoom lessons will take the place of class.
* If you decide to withdraw you will still be responsible for the following two months of tuition. NO EXCEPTION!

Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_