**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\_\_\_\_\_\_\_\_\_\_