

Dear Student and Parents:

Toronto Dance Vibe is committed to establishing an environment suitable for quality dance training. The following policies have been carefully designed, keeping this goal in mind. Students need to benefit from each dance class.

Physical and mental discipline is essential to achieve successful dance training. To reach this result, students of Toronto Dance Vibe will be encouraged to dress and act in a professional manner. Please note that teachers are to teach dancing not to discipline students regularly. Should students be unable to conduct themselves in accordance with class rules (listening and participating), teachers will not hesitate to speak with the parents.

PUNCTUALITY AND ATTENDANCE

All classes will begin and end on time. Due to limited space and a strict time schedule, students must be on time (so as not to miss the warm up exercises), dressed properly and ready to begin class. Parents are requested to pick up their children promptly at the end of class. At the end of a dance class it is not up to the teacher to monitor students, as another class will be in session.

DANCEWEAR

*All students are required to wear correct dance clothing to class including proper dance shoes. Students are **not** permitted to wear anything that is not on the Toronto Dance Vibe Studio Dress Code. Teachers reserve the right to ask Students to refrain from class participation if proper dance attire is not worn.*

STUDIO CONDUCT

*Students are not permitted to run in the halls or to "hang out" in the lobby. Please note students under the age of 12 should not be left in the studio unattended by a Parent. Studio washrooms must be kept clean. Boys and Girls and Parents must be courteous to the staff that cleans the studio. A level of RESPECT is expected by all Students, Parents and Guests. Toronto Dance Vibe Staff reserves the right to enforce proper studio etiquette. Students are **ONLY** permitted to have **WATER BOTTLES** at the studio. Students are **NOT** permitted to bring coffee, juice etc into the studio. Please ensure Water Bottles are put in the garbage cans available after classes. Let's all work together to keep the studio a fun and clean atmosphere.*

B.A.T.D. EXAMS

All students will be working on B.A.T.D. dance examination material. Exams are held in the winter at the studio. These examinations are optional to selected students who are ready to be entered. The decision for entry will

be made by the teacher and the candidate. Examination students will be **required** to attend any extra classes required for training. **Should these classes be missed, the teacher is to assume the student is not participating in the exam. No exceptions will be made this year to accommodate.** Fees must be paid prior to the exam date. Fees are non-refundable. If the fee is not paid students, will not be permitted to take the exam.

WORKSHOPS

Workshops are optional to students but I encourage all students to attend. Workshops may be held at the studio or elsewhere depending on the Workshop organization.

RECITAL AND COSTUMES

A recital is held every year in June in an auditorium (date and location to follow). Tickets for the show are on sale prior to the recital date. Anyone wishing to watch the show must purchase a ticket. Tickets are around \$20.00 per person. A **non-refundable** costume fee of **\$85.00 per costume** (per class) is required upon registration post-dated to October 1, 2009 for a costume to be ordered. All efforts are taken to keep costume prices low. In some cases the deposit will cover all costs. In other cases a balance may be owed. Students and Parents will be made aware of the balance in the April time frame.

In order for the recital to run smoothly and for students to feel comfortable performing, a rehearsal is required. All students must attend the rehearsal.

COMPETITION

Toronto Dance Vibe will be participating in 3 or 4 local competitions in 2010. Certain classes are reserved strictly for competition students. Those students wishing to compete should speak directly to Miss Diane. The reason we have chosen to compete is primarily for fun. It also keeps all skill sets up to date and allows students to gain increased confidence in their performance ability. Entry fees for competition range between \$33 to \$36 per entry for groups and increase for duets/trios and solos. Please be aware that competitive students must also be enrolled in a **BALLET BARRE** and **TECHNIQUE** class.

PAYMENT TERMS

Payment is required prior to the first class. It is now required that a postdated cheque be submitted for the full dance year at the time of registration. Discounts may be applied for families with more than one child enrolled in dance classes or for multiple classes being taken by a student. The first class will be at the regular price. The second class will have a 5% discount, the third class will have a 10% discount and the remainder of classes will have a 15% discount.

Payment dates are as follows:

August 30 2009, October 1 2009 (costume) November 1 2009, February 1 2010 and April 1 2010 (Post-dated cheques are required). Fees will be calculated at the studio based on the number of classes a student enrolls in.

75 min Classes are \$17.00 each

60 min Classes are \$15.00 each

45 min Classes are \$13.00 each

30 min Classes are \$11.00 each

*** 5% GST MUST BE ADDED ON TOP OF TERM FEES**

NSF Cheques: There will be a \$25.00 charge on all NSF cheques received and subsequent payments must be made in cash. Otherwise, dance classes will have to be terminated without payment.

CANCELLED CLASSES

In the event of bad weather, students or parents are required to call the studio to find out if classes have been cancelled or not. Arrangements (should the class be cancelled) will be made for a make up class.

HOLIDAYS

Toronto Dance Vibe will be closed on all national holidays that fall on a Monday (Thanksgiving Monday and Victoria Day - we are NOT closed on Easter Monday). Notices will be posted prior to each holiday.

REFUNDS

*Fees for classes missed due to illness, vacation or whatever personal reason will not be refunded. This is regardless of whether the class is private or group, or if the teacher has been informed. **It is up to the parent to inform the teacher if a student can no longer take dance classes prior to a new term. No refunds will be provided once a term has begun. Also note that COSTUME FEES are non-refundable.***

Please keep these guidelines as your reference. Further bulletins will be sent home during the year and will be posted outside the studio. If you have any questions concerning the above or your child's progress, please contact me.

Diane Karstoff

Director

The Coaching Staff at Toronto Dance Vibe look forward to an exciting year with you!!