

**Registration:** A non-refundable fee of \$35 per student (\$45 per family) is required yearly at time of registration. If registering for classes prior to September 1, the registration fee is all that is required to secure a spot in class. **However, you are obligated to pay for the first month's tuition on September 1.**

**Payment of Fees:** Kaleidoscope Dance offers 2 payment options for tuition. Tuition may be paid, in full, at the time of registration or any time prior to September 1. We also offer an Automatic Monthly Payment option. This is not a month-to-month option, but instead allows our dance families to make 9 equal monthly payments for annual tuition fees, starting September 1 and the last payment is due on May 1. There is no fee for this service. A valid debit/credit card must be provided at the time of registration along with payment of the Registration Fee. If registering after September 1, the Registration Fee and first month's tuition payment is due.

If you register after classes have begun, the first month of tuition will be prorated. Kaleidoscope Dance does not accept post-dated checks for monthly payments; however, you may pay the monthly fee by check prior to the first of the month to avoid having your debit/credit card charged.

**Returned Checks/Late Fees:** A \$25 fee will be assessed for any returned checks. A late fee of \$25 will be assessed if a payment is more than 5 days past due or a credit/debit card consistently declines. This fee will be waived for any credit/debit card transactions that require updated information, i.e. expiration dates.

**Refunds, Withdrawals and Credits:** Written notification (email is acceptable) is required for all class withdrawals. A \$50 withdrawal fee will be charged at the time of withdrawal processing, but no further payments will be due. Any tuition paid for the month of withdrawal will not be refunded. For annual payers, any unused tuition for future months will be refunded, minus the \$50 withdrawal fee.

There are no refunds or credits after April 1. Families will be responsible for April and May payments regardless of withdrawing from class(es).

Registration fees and costume fees are non-refundable anytime.

**Costume Fees:** Costume fees for classes are due in full January 1, 2021 but can be paid at any time prior. A determination of whether we intend to hold a traditional year end performance will be made by December 1, 2020. For monthly payers, costumes will be charged as part of your normal monthly payment on January 1. For those paying annually, a valid credit/debit card must be provided at the time of registration to be charged on January 1. Costume fees include tights for the year end performance, if applicable. Dance Ensemble costume payment due dates will be communicated separately.

**Performance Tickets:** Performance tickets will be available for purchase approximately one month from the date of the performance and can be purchased at the box office of the North Shore Center for the Performing Arts. Performance information will be sent home in March with dates and ticket information.

**Dress Code:** Required dancewear and dance shoes must be worn to all classes. Failure to wear required dancewear to class can result in students being asked to sit out the class. Repeated failure to wear required dancewear can result in expulsion from class.

**Attendance and Lateness:** We reserve the right to have students who come late to class, sit out the class. Repeated lateness may result in expulsion from class. A minimum attendance standard will be required. If a student misses more than 4 classes without written notices, the school reserves the right to expel that student from class(es). Students missing more than 4 classes after January may not be allowed to participate in the year end performance.

**Missed and Makeup Classes:** Due to current class size restrictions, we are unable to accommodate makeup classes at this time. We will continue to monitor guidance and adjust our policy as needed.

We reserve the right to cancel class when the weather conditions are hazardous. Due to the limited time and amount of space, canceled classes will not be rescheduled. In the event of inclement weather, please call the studio for voicemail cancellation announcements.

**Care of Students:** The school is not responsible for providing before or after class care for students or their siblings. Students are not to be left at the studio for excessive time periods before or after their classes.

**Discounts:** All dancers receive a discount if they take more than one class per week. Dancers must pay full price for the first class and the discount(s) will be applied to any subsequent class(es). Families with more than one dancer will receive a discount for all students, after full price is paid for the first class.

**Class Placement:** Placement and advancement are determined by the instructor and director only. Dancers must demonstrate the skills of their level before they will be moved. This does not mean the dancer will be repeating the same lessons. Our class schedule and levels are designed to allow your dancer to take back to back classes.

We reserve the right to not run a class if registration levels are below minimum requirements. We will recommend an alternate class that best meets the age/level requirements.

**COVID-19 Procedures:** Classes at Kaleidoscope Dance will be offered either in studio, online or as a hybrid (i.e. in person classes streamed via Zoom for online participants).

For all in person classes, dancers will be screened upon entering the studio by having their temperature taken and hands sanitized. All dancers and staff will wear masks at all times.

Our lobby will remain closed to parents and guests. Class capacity is restricted based on studio size.

Dancers will remain socially distanced both in class as well as in the lobby area. Each studio has been equipped with socially distant markings.

For dancers participating online, each studio room has been equipped with webcams, TV's and wireless mics to ensure an optimal online teaching environment.

Should government mandates dictate that in person students are not able to attend at the studio, they will be switched to online learning until such time as the order is lifted.