



Studio Policies 2021 - 2022

About the *Perfect Pointe Production* Classes

- There is a minimum class size of 5 dancers. Maximum class size is 10.
- Dance not only provides plenty of physical exercise, but it also encourages a wealth of other lifelong benefits for children, including self-esteem, time management, leadership and self-confidence.
- Dancers also learn how to express themselves and how to deal with a variety of situations.
- Dance is important in helping a child grow into a healthy and happy adult.

Tuition

- Monthly Tuition is based on a \$1/minute ratio. Discounts will be given for multiple dancers in the same family. Discounts will also be given after dancers reach a certain number of hours. The tuition breakdown can be found on the last page. Additional children receive 10% their monthly tuition.
- Payment is due on or before the first class of every monthly session and online credit card payment, credit card payment at studio or cash, check or money order left in tuition box at studio are the only acceptable forms of payment. You can log into the Parent Portal to pay your tuition at: <https://app.thestudiodirector.com/perfectpointeproductions/portal.sd>
- Recurring Payments: If you would like to sign up for recurring payments, please select the box on the registration form. Your recurring payments will begin the following billing month. In addition to monthly payments, your card will be charged a costume fee and recital fee on the due date of each fee.
- If payment is not received the first class of each month, it is considered late and a late fee of \$15 is to be added to your tuition.
- There will be a \$30 fee on all returned credit card payments.
- Fees may be stacked if a returned check or credit card payment causes the replacement payment to be late.

Registration Fee

- A one-time \$25 registration fee is due at the time of registration. For families with multiple dancers, the first child's registration fee is \$25 then \$15 for every child after that.
- Registration fee will be returned if minimum class size is not met
- Registration fee is non-refundable once parent/guardian signs up for participation in a scheduled class.
- Registration fee can be paid by online credit card payment, credit card payment at studio, cash, check or money order.

Pro Rated Months

- August tuition is pro-rated.
- September through May will be charged a full month's tuition. Whether the month is short (2-3 weeks) or long (5 weeks), tuition remains the same. The tuition is based on an average of four lessons per month. Care is taken to ensure that all dancers get the correct amount of lessons over the 9-month period.

Class Attire

- Please follow our dress code. A child may be asked to not participate in class if they are not in dress code when they arrive for class. You can view the dress code and shop for merchandise at: perfectpointeproductions.square.site/
- For your convenience, dancewear may be purchased at our online store. Sizing kits are available at the studio for shoes and leotards. You are not required to purchase your attire from Perfect Pointe Productions.
- Dress Codes can be found on our website at www.perfectpointeproductions.com



Kendall Casey, Owner/Artistic Director
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Recital Information

- **There will be an \$85 per child recital fee.** This recital fee will include 3 tickets to the recital as well as a recital T-shirt for the dancer and a digital DVD copy of the performance. For families with multiple children, the fee is \$85 for your first child and \$50 per child (includes 2 tickets and T-shirt) after that. For example: a family with 2 children would owe a total of \$135 and receive 5 tickets to the show, 2 t-shirts and 1 DVD. If additional tickets are needed, they can be purchased at \$10 per ticket.
- The tentative date is Saturday June 4th/Sunday June 5th, 2022. This date is subject to change and will be confirmed by October.
- Recital fee is **DUE BY SATURDAY APRIL 9th, 2022.**

Recital Costumes

- Recital Costume fees are per child. There is no multiple children discount for these.
- Please see the chart below for fee descriptions:
 - One 30 min dance class = \$70.
 - One 60 min dance class (including combo classes and daycare classes) or two 30 min classes = \$85.
 - Three dance classes (or Combo class plus 30 mins class) = \$125.
 - Four dance classes = \$165
 - Five dance classes = \$200
 - Tumble outfits are \$50
- Fees will be billed November 1st, 2021 and due **Saturday November 13th, 2021**
- These fees are nonreturnable.
- If payment is not received by **November 13th, 2021**, it is considered late and a late fee of \$15 is to be added to your payment.
- There will be a \$30 fee on all returned payments.
- Fees may be stacked if a returned check or credit card payment causes the replacement payment to be late.
- Costume must be purchased in order to participate in recital.

Parent/Teacher Contact

- Please feel free at any time to contact the instructor with any questions or concerns. The best form of contact is via email or phone. Please understand your instructor usually has multiple classes back to back and may not be able to meet with you at the facility. If you would like a one-on-one conversation, please contact us via email or phone and we can make arrangements to meet during a time that fits into the instructor's schedule.
- The main form of contact from the studio will be via BAND. Occasionally, newsletters and other important information such as parent observation dates will be sent to your email. If you would like not to receive emails from **Perfect Pointe Productions**, please let us know.
- Every dance family needs at least one person as a member of our MAIN BAND PAGE. Click below to join:
 - <https://band.us/n/abab54j9v8Yaq>
 - Each dancer will also be part of a BAND group specific to their class for videos, photos and information directly related to your classes.
- Email: perfectpointeproductions@gmail.com
- Phone: (407) 440-4411
- Website: www.perfectpointeproductions.com
- Merchandise Website: perfectpointeproductions.square.site/
- Disruptive Behavior will not be tolerated. If this occurs repeatedly, the parent will be contacted. If it continues, the student will be dismissed from class that day. No aggressive behavior or "bullying" will be allowed at any time. Such behavior may result in termination of participation in any **Perfect Pointe Production** class.
- Parent Observation: Parents are allowed to view class from our lobby TV or our hallway observation window.



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Absenteeism

- There are no refunds or prorated tuition for missed classes.
- Your dancer is welcome to attend a make-up class if multiple classes are offered at your location.

Calendar

- Classes begin: August 16th, 2021 (***Pre-school Classes Vary on Location***)
- THANKSGIVING: *No Classes* November 22nd – 27th, 2021
- Nursing Home Outreach: TBA
- Metrowest WinterFest TBA
- Ocoee Christmas Parade TBA
- ***COSTUME FEE DUE*** ***November 13th, 2020***
- Holiday Showcase Tentative: December 11th, 2021
- CHRISTMAS/NEW YEAR: *No Classes* December 20th, 2021 – January 1st, 2022
- Classes resume: January 3rd, 2022
- Spring Break: *No Classes* March 14th – 19th, 2022
- Recital Picture Day: Tentative: March 26th, 2022
- ***RECITAL FEE DUE*** ***April 9th, 2022***
- Nursing Home Outreach: TBA
- Last Day of Class May 28th, 2022
- Recital Prep Week: May 31st – June 3rd, 2022
- Recital: Tentative: June 4th or June 5th, 2022
- Classes will resume for summer: TBA.

Payment Calendar

- Tuition is due the first class of each month
- Costume Fees due by Saturday November 13th, 2021
- Recital Fees due by Saturday April 9th, 2022
- Both Fees will be billed on the first of the designated month.
- These fees can be paid in advance at your own convenience.
- If payment is not received by the due date, it is considered late and a late fee of \$15 is to be added to your payment.
- There will be a \$30 fee on all returned payments.
- Fees may be stacked if a returned check or credit card payment causes the replacement payment to be late.

Tuition Chart

Minutes per WEEK	Tuition per MONTH
30 minutes per week	\$30/month
45 minutes per week	\$45/month
60 minutes per week (1 hour)	\$60/month
90 minutes per week (1.5 hours)	\$90/month
120 minutes per week (2 hours)	\$120/month
150 minutes per week (2.5 hours)	\$145/month
180 minutes per week (3 hours)	\$165/month



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COVID POLICES AND PROCEDURES

LAST UPDATED 7.17.2021

FACILITY USE

- Our lobby is open but with the following limitations and restrictions
 - Only 1 adult family member per dancer allowed inside. This family member will not be allowed to enter the classrooms (with the exception of our tiny 2s who still need parent assistance).
 - Our lobby is small and we ask that you please be respectful of our space. If the lobby is full or you don't feel the need to be inside, please wait outside.
 - Please keep in mind not all families share the same comfort level and we have some dancers still in masks as well as dancers who are high risk or have high risk family members. Please remain kind, respectful and considerate of everyone.
- Classroom viewing is available through the observation window or on the TV monitor in the lobby.

SANITIZING

- We will have hand sanitizer available in all the common areas.
- Dancers will be given hand sanitizer before entering the classroom and used after close contact activities.

MASK

- Our staff will wear masks out of the utmost safety and consideration for all our families.
- Masks will remain optional for dancers.
- All adult guests: we ask if you are not fully vaccinated to please wear a mask while in the facility. If you are vaccinated, you may enter without a mask into the common areas. For anytime that we have an in-studio showcase for camps/intensives, we ask that ALL guests wear a mask when coming into the classroom.

EXPOSURE

- If a dancer in the facility tests positive for COVID 19, they will be asked to quarantine from the studio for at least 14 days. Depending on the circumstances, longer quarantines are possible and the decision of the quarantine length is up to the owner's discretion.
- All families who had direct contact with the positive dancer, will be notified as soon as possible.
- Exposed dancers will be allowed back in the studio as long as they remain asymptomatic and wear a mask for 10 days from the last day of exposure.
- The classes effected will be offered on zoom for 10 days following the last day of exposure if any families do not wish to attend class in person for that time period.

This policy is subject to change at any time. Any changes will be directly communicated to all dance families via email.