

DANCE4HIM POLICIES & PROCEDURES

DANCE4HIM desires to put **Christ first** in all we do, and we see this studio as a ministry. We believe that as Christians we should strive for excellence in every area. In an attempt for excellence, in fairness to all families, and to avoid problems we have had in the past, we ask that you read and abide by these Policies & Procedures. We serve a God of order, and we desire to operate DANCE4HIM with order. Thank you for your cooperation.

1. All students and parent/guardians **must read** these policies, and sign a registration/release for BEFORE participation will be allowed. "Guest" participation permitted only with a signed release form.
2. **Open Enrollment** is from May - February 15th each year. However, students enrolling after September 30 may not be eligible for the December show, and those enrolling after January 15 may not be eligible for the June show.
3. **TUITION** is due the 1st week of each month. We are set up to receive credit card payments both online (preferred) or in person. Cash or checks, made out to DANCE4HIM, are also accepted. Please put dancer's name in the memo section of checks, and leave it in the office or mail to: 1009 N Monterey Ave Farmington, NM 87401. In the event of a returned check, you will be assessed a \$20 fee.
4. December is a prorated month. Tuition will NOT be prorated for ANY other month, for ANY reason, including sickness, vacations, weather, scheduled studio closures. **The week following a studio closure**, dancers are welcome to take a level-appropriate make-up class.
5. ALL Registration Fees, Tuition, Costume Fees, and Recital Fees are **NON-REFUNDABLE**.
6. **Children ages 7 and under will not be released to the parking lot.** Parents need to come in to pick up their child.
7. DANCE4HIM is not responsible for children outside of class, before or after their scheduled class time. Please refer to our new COVID safety policy for additional information.
8. Students should be picked up promptly after class. A **\$5 fee for every 10 minutes you are late** may be assessed. Please notify us at 505-402-9112 if you find yourself running late.
9. ****RECITALS**** Please make attendance & promptness a priority throughout the year. Recitals are optional, but if you desire to participate in recitals, be aware that attendance is mandatory 4 weeks prior to each show. **Dress Rehearsals are also mandatory.** To ensure a recital of excellence, anyone who misses 2 practices in the 8 weeks prior to the show, or other mandatory rehearsals, may be dismissed from the recital.
10. **D4H offers 2 shows** each year open for participation. The December show, "The Dream," requires a \$55/family recital fee, minimal costume expense (such as tights, leotard, pants, etc...D4H owns & provides most of the costumes), and each class performs 1 dance. The June show also has a \$55/family recital fee, has a \$65-75 costume fee/per class (due in November), and each class performs 2 dances (but just uses 1 costume per class)...with the exception of Tap & Pointe, which often only perform 1 dance. Dancers who have not paid May tuition and/or the Recital Fee may be dismissed from the recital without refund of any monies paid for costumes, etc...
11. **Class placement** is at the discretion of D4H staff. Participation on a **TEAM** (Trained 4 Excellence And Ministry) and/or Companies are on an audition or invitation basis only. Please address placement questions, concerns, or interest in TEAM, in private with Miss Kim. We will not discuss another child's placement with you, but would be happy to discuss your child's placement. DANCE4HIM reserves the right cancel any class that has less than 5 paying students enrolled, and to change the schedule as needed.
12. Students and/or parents are responsible for receiving current **D4H NEWS & NOTICES** on our website, dance4him.com, or posted in the studio lobby.
13. All dancers should **use the bathroom PRIOR to class time**. D4H will not prohibit any student from using the bathroom, however it is a distraction and disruption to the class structure, especially in the younger classes that are limited to just 45 minutes. Parents can help us by encouraging and reminding dancers to use the bathroom BEFORE they enter class. (Students not fully potty trained will need a parent/guardian to stay in the waiting room during class time.)
14. We encourage dancers to **drink water**, and they should bring WATER BOTTLES with them. **No other beverages are allowed** in the studio or theatre during recital times. D4H sells bottled water for \$1. Ask in the office.

Policies & Procedures Continued...

15. Parents are not permitted to sit in studio beyond 1st class taken. Thereafter, parents may watch through the window in the waiting room, and will be invited in occasionally to watch classes. (Any child that continually cries before or during class may not be ready for dance classes and will not be allowed to participate in recitals.) Family members visiting from out of town are always welcome to come into class to quietly observe, and parents are also welcome to come into the studio to video choreography so their dancer may practice at home. **(Please refer to current Covid safety procedures or ask the office for adjusted class visitation policies.)**

16. Students are expected to work hard, respect instructors & fellow students, not use critical speech, roll eyes, or display other disrespectful behavior. In the unlikely event that a dancer does so, they will be asked to sit out of class.

17. NO running, yelling, roughhousing, or chewing gum in the studio or waiting room.

18. DANCE4HIM is a **NUT FREE studio**. We have several students who have severe nut allergies. Please also **do NOT bring pets** into the studio, out of consideration for those who suffer from pet allergies.

19. DANCE4HIM reserves the right to dismiss any student or parent from the studio. Any student who chooses to leave D4H, or is dismissed from D4H, will NOT be refunded any money already paid for any reason. Please call the office to notify us if your child decides to not continue in the middle of any season.

20. Dance for HIM with all your heart, mind, soul, and strength!

DRESS CODE:

*Please have a sense of **modesty** and use a “cover up” of some sort before and after class. Older dancers should be “covered up” coming to and from class from the parking lot.

*For the safety of our students & our dance floor, and to insure proper instruction is given, the dress code will be enforced!

***NO** zippers, buckles, or street shoes

***NO** necklaces, bracelets, watches, or hanging jewelry. (Stud earring are permitted for class, but NOT for recitals.)

***Leotards and dance shoes** must be worn for all classes.

***Hair** should be **neatly pulled up**, off of face, and a bun is preferred. Long ponytails should be secured so that it does not hit dancer in the face and hinder proper movement.

***Levels A, B, C, and up may ONLY wear BLACK dancewear**, including leotard, shorts, etc...tights may be nude or pink – for ALL Ballet, Jazz, & Choreography classes.

Juniors wear Dance4Him blue purchased from our boutique.

Preschoolers wear Dance4Him pink purchased from our boutique..

Tumbling students wear black shorts over their class leotard with bare legs or footless tights. No skirts or tutus are permitted for tumbling/acro classes.

*TIGHT camisoles or tank tops may be worn over leotards, but T-shirts are NOT allowed!

*Shorts are permitted over leotards, but NO pants for Ballet or Jazz. Knees must be seen! (Pants are allowed only for Tap.)

*Pink leather or canvas ballet shoes are required for preschool through Level A Ballet classes. Levels B and up MUST have Pink Canvas Ballet shoes for performances. **(Ask in office for SPECIFIC SHOES NEEDED.)**

***TEAM** must wear Canvas Jazz shoes that can be ordered through Dance4Him.

*Black Tap shoes are required for Tap.

***GENTLEMEN:** Shorts with a tight Under Armor or other snug shirt for Ballet and Jazz classes. Black Jazz shoe ok for ballet.

*Students are responsible for purchasing all dance shoes, dress code items, and any extra accessories needed for performances.

*DANCE4HIM offers the “**DANCER’S BOUTIQUE**” in the office at the studio, for all your basic dancewear needs. If we do not have in stock what you need, we can order and have it delivered in 1 week. We thank you for your business.

OFFICE BUSINESS HOURS

Monday – Thursday 3:30 – 6:00

Thank you for choosing DANCE4HIM. We are happy to know you and to work with your child.

Our desire is for every child to succeed and excel to whatever level they desire. We are happy to answer any of your questions, and to help you any way we can.

Kim Cumiford & DANCE4HIM Staff
505-402-9112

*Please note that policies may be changed or adjusted as needed. Any changes will be posted.