



Reverie Dance Academy Policy Agreement

Dear Reverie Dance Parent,

Many thanks to you for choosing RDA as your child's dance training academy. We understand you have a wide selection of studios to choose from, and we are grateful to be working with you and your family. Our mission at Reverie Dance Academy is to provide a positive, nurturing environment for young artists to grow and learn, while preparing our students for a professional career in dance. Please do not ever hesitate to reach out to us if you ever have questions or need assistance.

Reverie Dance Academy (RDA) is a pre-professional training academy. Although we do offer recreational level classes for students who do not wish to make dance a career, we hold all of our students to the same level of classroom etiquette and studio policies. We ask each student and parent to adhere to the below policies to ensure a successful experience for all of our students.

Parents, please initial the below policies and submit to the studio by September 1st, prior to your child's first class of the 2018-19 season.

Student(s) Name(s): _____

_____ Please arrive to class with enough time to remove street clothes and shoes. Students should be ready to begin class when it is scheduled. Dance shoes should never be worn outside.

_____ RDA's Dress Code must be observed in all classes. Please contact the instructor with any questions regarding dress code. Students who do not adhere to dress code may be asked to observe class.

Ballet: (including Little Dancers): Black leotard, pink tights, ballet skirt (optional), pink ballet shoes (preferably canvas), hair in a clean ballet bun. Boys: *White fitted t-shirt, black jazz pants, black ballet shoes.*

Lyrical: Black leotard with pink, tan or black tights, black jazz pants, or booty shorts (any color), tan slip-on jazz shoes (leather), hair in a clean bun. Boys: *White fitted t-shirt, black jazz pants, black jazz shoes.*

Jazz: Black leotard with pink, tan or black tights, black jazz pants, or booty shorts (any color), tan slip-on jazz shoes (leather), hair in a clean bun or ponytail. Boys: *White fitted t-shirt, black jazz pants, black jazz shoes.*

Hip-Hop: Jazz/workout pants, tank top or camisole (any color), clean sneakers. Hair pulled back. Boys: *Workout pants/shorts, t-shirt, clean sneakers.*

Acro: Black leotard, booty shorts (any color), no tights, bare feet. Hair should be worn in a low ponytail or braid. No buns, please!

Tap: Black leotard with pink, tan or black tights, black jazz pants, or booty shorts (any color). Children Tap Shoes: Capezio Tan Mary-Jane style; Intermediate-Advanced Tap Shoes: Bloch Tan Lace-up, hair in a clean ponytail or bun. Boys: *White fitted t-shirt, black jazz pants, black tap shoes.*

Musical Theatre Jazz: Black leotard with pink, tan or black tights, black jazz pants, or booty shorts (any color), tan slip-on jazz shoes (leather), hair in a clean bun or ponytail. Boys: *White fitted t-shirt, black jazz pants, black jazz shoes.*

Jumps/Turns: Black leotard with pink, tan or black tights, black jazz pants, or booty shorts (any color), tan slip-on jazz shoes (leather), hair in a clean ballet bun. Boys: *White fitted t-shirt, black jazz pants, black jazz shoes.*

RDC: Black leotard with pink, tan or black tights, black jazz pants, or booty shorts (any color), tan slip-on jazz shoes (leather) and pink ballet shoes, hair in a clean ballet bun.

_____ Classes take place weekly. Please email stacy@reveriedance.com if your student will be absent for any reason. When our instructors are informed in advance, they are able to adjust their lesson plan to accommodate missing students. Students with absentee issues during Sessions IV and V may risk being removed from sections of June Showcase choreography.

Reverie Dance Academy will be closed the following dates: Halloween (Wednesday 10/31), Thanksgiving Break (Monday 11/19 – Sunday 11/25), Winter Break (Monday 12/24 – Sunday 1/06), Spring Break (Monday 3/25 – Sunday 3/31).

_____ Make-up lessons can be scheduled due to a class absence and should be taken at the student's current level or level below in any class. For a list of available options, or to schedule a make-up lesson, e-mail stacy@reveriedance.com at least 48 hours in advance. Make-up lessons must be completed by Sunday, May 19, 2019. Tuition credit will not be given for any missed class.

- _____ If classes are cancelled due to inclement weather, an email will be sent to the email address on record and a notice will be posted on our website and Facebook page. All affected students will be offered a make-up lesson of their choice. Tuition credit will not be granted for any absences or classes cancelled due to inclement weather.
- _____ The front doors of the studio will be locked to the outside every evening 15 minutes after the start of the last class. Staff will not be permitted to open the door for anyone, including parents. If you want to observe your child's class during this time, please arrive at the beginning of class.
- _____ If a student drops a class, tuition credit will be provided for the remaining classes in the session, effective the date RDA is notified in writing. All class changes must be submitted in writing via email to stacy@reveriedance.com or lacey@reveriedance.com. Tuition credit will not be applied to previous missed classes.
- _____ Students may enroll in, or change classes up until December 1, 2018 (pending class availability). After this time we will not be able to accommodate new enrollments or class changes. All class changes must be submitted in writing by email to stacy@reveriedance.com or lacey@reveriedance.com.
- _____ To participate in June Showcase, students must be enrolled in and start attending class by December 1, 2018. Students must remain enrolled in the class and participate in Sessions II, III, IV and V.
- _____ Your questions are very important to us, therefore we would like to devote the time you deserve in our responses. Please refrain from using the time between classes to discuss matters with the instructors. Lacey and the teaching staff have scheduled office hours available to assist you. To forward any questions for specific instructors, or to schedule a meeting, please email stacy@reveriedance.com.
- _____ The Reverie Dance Academy Office is open Monday-Friday 4:00 pm-7:00 pm and Saturday 10:00 am-1:00 pm. Voicemails and emails will be returned during these times.
- _____ Class Levels/Placements are provided by the RDA teaching staff. Students are continuously reviewed. RDA will contact a family if a student should be moved to a different level from which they are enrolled. Written class recommendations are provided for the following season prior to the registration period.
- _____ Private lessons are available to all RDA students. Requests must be made to stacy@reveriedance.com. Lessons will be booked based on instructor and studio availability. Cost varies by instructor. Prior to booking a private lesson, the family's tuition balance must be paid in full.
- _____ Costume orders for June Showcase will be sent home in November, and will be due back no later than December 1, 2018. Showcase costumes for Little Dancers, Basic Ballet, Basic Tap and Basic Jazz will cost \$55 each. Level 1-8, Youth & Teen level Showcase costumes will cost \$65 each. RDC Company costumes will cost \$85 each. Students will be measured for their costume in November. **Once the costume has been ordered there are absolutely no refunds or exchanges. If a dancer drops out of a dance, the costume will be given to them after the final performance of that dance. No Exceptions.**
- _____ June Showcase Dress Rehearsals are mandatory and will take place Tuesday, May 28th, Wednesday, May 29th and Thursday, May 30th. Rehearsal times will be assigned in March, prior to Spring Break. **All graduation conflicts must be submitted in writing no later than January 1, 2019 to stacy@reveriedance.com.**
- _____ Reverie will have FOUR June Showcase performances. They will take place Friday, May 31st at 6:30 pm, Saturday, June 1st at 11:00 am and 2:00 pm and Sunday, June 2nd at 2:00 pm. **All dancers performing are required to remain backstage for the duration of the show.** This is for the safety and security of all dancers and staff. **All graduation conflicts must be submitted in writing no later than January 1, 2019 to stacy@reveriedance.com.**
- _____ All students will perform in at least one of the showcase performances (with the exception of Jumps & Turns, Acro and Boys Musical Theatre Jazz class students). Students who are enrolled in multiple classes should plan on performing in multiple shows. Although we make every effort, we cannot guarantee siblings will perform in the same shows.
- _____ RDA does not have a "showcase fee," however, all audience members must purchase tickets for the shows. All seats are reserved. All audience members ages 3+ will need a reserved ticket. Pricing for the Early Childhood Showcase (our one-hour show on Saturday, June 1st at 11:00 am for Little Dancers, Basic Ballet, Basic Tap, Basic Jazz and select other classes of siblings) will be \$10.00 for General Seating and \$12.00 for Preferred Seating tickets. Pricing for all other shows will be \$14.00 for General Seating and \$16.00 for Preferred Seating (Orchestra) tickets. Please note: in addition to the standard ticket fee, Tutu Tix will charge a \$1.00 service fee per ticket, plus 5% tax.

Parent Signature _____ Date: _____

We are here to make sure your child receive the best dance training, and we look forward to making wonderful memories with you and your family. Please let us know if you have any questions or concerns. Many thanks again!

Miss Lacey and Staff