

Our mission is to provide the highest quality dance education to all students while creating a fun, nurturing, and positive atmosphere. Whether it is recreational or pre-professional training, we provide many programs to suit every student's need. We pride ourselves with keeping all music, costumes, and choreography age appropriate. Dance is a form of creative self-expression and we are dedicated in providing an atmosphere that every student feels comfortable to be able to express themselves through dance.

2023-2024 POLICIES: PLEASE READ THROUGH AND SIGN BELOW

***FIRST WEEK OF CLASSES IS SEPTEMBER 11TH-16TH!**

***COMMUNICATION:** We go to great lengths to keep you informed and up to date. We send a **MONTHLY NEWSLETTER** via email that includes what you need to know during that month. *Please make sure you are on our email list.* We also post information in our lobby, website, and update social media (Facebook and Instagram) periodically. **Be sure to “like” us “and “follow” us! We also have a special “Parent Page” On FaceBook “CJDA Parents and Students Private Group”.**

***WAITING ROOM:** We are excited to bring back our closed circuit TV's in the waiting room! The TV's will be on a “rotating schedule”, and you will be sent a calendar noting which weeks your child's classroom will be on the Monitors. Our waiting room is on the small side, so we ask that you run an errand or wait in your car on the weeks that your class is not on the Monitor.

***PEAK WEEKS:** In December and May, we will be inviting parents into the dance classrooms to see what your child has been learning! Exact dates will be announced soon!

***TUITION:** Tuition is due the first of each month September-May. We appreciate your prompt payments. A \$20 late fee will be applied to any accounts past due after the 10th. We know how busy life is, so for your convenience, we offer “Auto-Pay” which is an automatic bank account debit or automatic credit card payment. If you prefer to pay in cash or check, please do so prior to the 1st of the month! Please note: Tuition rates are for the whole season (September-May), not by the number of classes in the month. A full season of dance includes a minimum of 30 lessons. If your dancer is sick or injured, they may do a makeup class. You can schedule those with our front desk staff (Makeup classes can be done up until March 30th). Please note: Tuition payments are NON-REFUNDABLE. If you need to withdraw, please send us an email and we will stop payments for the following month.

***RECITAL COSTUME DEPOSITS:** Costume deposits are due November 1st and December 1st. They are \$32.50 each for 3-6 years olds and \$34 each for ages 7 & up. This charge will be automatically debited with the tuition payment. Costume fees are non-refundable.

***BATHROOM BREAKS:** Please encourage your child to use the bathroom **BEFORE** they come. This helps to avoid disruptions during class. If a parent is not there at the studio, a staff member will walk children under 7 to the bathroom.

***ATTENDANCE:** Attendance is vital to student progress and group choreography. If you are sick, please email the studio to let us know. You may make up any missed class by coming to another class of the same age and level. Please inquire which class would be best suited for a makeup class.

***SNOW DAYS:** In the event of a snowstorm, there will be a recording on the studio's voicemail, our social media pages, and we will send an email. We **do not** always follow the Peabody Public school system. We build in 1-3 "snowdays". Tuition is based on 30 classes, and classes may end up meeting 31-33 times depending on the recital date. If a snow day occurs and we still have extra days, there will not be a makeup class.

***DANCE BAG:** **Dance shoes should not be worn outside.** Please use a dance bag to carry them in with you. Be sure to *write your name in the shoes and all belongings.*