

# **DANCEWORKS POLICIES**

## **Drop-Notice Policies**

- DanceWorks requires one month (30 days) written or verbal notice of a student's intent to drop class with us. We will charge for tuition for the entirety of the month following the day notice to drop is given.
- Students who perform in DanceWorks' June Showcase or May ballet must attend and pay for classes in June, which is billed as a full month of tuition. This helps to pay for instructors' time spent working at rehearsals and performances.
- If a student drops classes with us and fees are left unpaid on the account, DanceWorks will run the automatic payment information we have on file for any fees left unpaid by June 30<sup>th</sup>.

## **Photo/Video Release Policies**

- DanceWorks has the right to use any photographs or video taken during DanceWorks classes, performance, competitions, activities, and studio life at large for publication, print ads, direct-mail, flyer, website, or other form of promotion for DanceWorks.
- DanceWorks has the right to crop or treat any photos or videos taken at the above times at our discretion.
- DanceWorks has the right to use photographs or video taken at the above times at a later date.
- DanceWorks families waive their right to inspect or approve photographs or videos taken during the above times before they are published in print ads, direct-mail, flyer, website, or other form of promotion for DanceWorks.
- Images and video posted to the DanceWorks website may be able to be downloaded by any computer, and DanceWorks students and families hold harmless DanceWorks.
- DanceWorks will not disclose a student's identity in caption without written consent of the parent.

## **Payment Policies**

- DanceWorks requires 1-week notice of any intent to change the day of automatic withdrawal. For instance, if a client's automatic withdrawal for tuition is scheduled for the 20<sup>th</sup> of the month, we would require notice on the 13<sup>th</sup> of the month if that client wanted to change that date to the 5<sup>th</sup> of the month.
- Any changes to the date of automatic withdrawal will stay in effect. For instance, if a client changes the date of automatic withdrawals from the 5<sup>th</sup> to the 20<sup>th</sup>, the new date will be the 20<sup>th</sup>. The client cannot then change it to the 5<sup>th</sup> the next month and back to the 20<sup>th</sup> the month after. That is too many changes.
- If any client would like to change the date of their tuition payment for DanceWorks classes for one month only, they will have to come in to the studio to pay. For instance, if a client's automatic withdrawal for tuition is scheduled the 5<sup>th</sup> but there are extenuating circumstances so the client has to make the tuition payment on the 20<sup>th</sup> just for April, that client would have to come in and pay for April, and automatic payments would continue on the 5<sup>th</sup> thereafter.
- DanceWorks has permission to run payment information we have on file for any performance-related fees that are left unpaid for one month after they are due.
- It is the responsibility of parents who have students who they do not wish to participate in the May Ballet or June Showcase performances to inform DanceWorks of their intention not to participate no later than March 1<sup>st</sup>. DanceWorks families must pay for all performance-related fees in full if they drop their students from the performance after April 1<sup>st</sup>.
- DanceWorks emails monthly invoices to all accounts with us at the beginning of every month. It is the responsibility of student's parents to provide DanceWorks with a working email, read, and understand these emails.

- Families of students who opt out of our automatic payment system must keep working payment information on-file with DanceWorks. DanceWorks has permission from families who opt out of our automatic payment system to run the information on file for all fees due if they remain unpaid one month after they are due.
- Any items purchased from the Studio Store such as tights, bra-tops, tickets, and jackets must be paid for at the time of purchase. DanceWorks will not run payment information automatically for these items at a later date. If students or families would like to pay for the items at a later date, they can buy them and take them home at that date instead.

### **Release and Waiver of Liability Policies**

- DanceWorks is not liable for any physical injury suffered by students during any instruction and performances associated with DanceWorks.
- Families of students who are injured during any instruction and performances associated with DanceWorks are responsible for any and all medical-related bills from that injury.
- DanceWorks staff, faculty, volunteers, and contractors have the right to render first aid to students in the event of any injury or illness; if deemed necessary call a doctor and seek medical help, including transportation by DanceWorks staff member or representatives, whether paid or volunteer to any healthcare facility or hospital; call an ambulance for said injured student should the DanceWorks staff or representative deem it necessary.
- I acknowledge the contagious nature of COVID-19 and all other contagious diseases and viruses and voluntarily assume the risk that I/and or my children may be exposed to or infected by COVID-19 or all other contagious diseases or viruses by attending and participating and that such exposure or infection may result in personal injury, illness, permanent disability and death. I understand that the risk of becoming exposed to or infected by COVID-19 and other contagious diseases and viruses may result from the actions, omissions or negligence of myself and others, included, but not limited to, employees, volunteers and program participants and their families.

### **Emergency Closures**

- In the event of an emergency closure all classes will transition to online distance learning. No refunds or credits are given for missed regular classes. If the studio must cancel classes due to pandemics, severe weather, or events beyond our control such as power outages, we will switch to online classes which are billed at the full tuition rate.

### **Acro Policies**

- DanceWorks recognizes our obligation to make our students and their families aware of risks and hazards associated with the sport of tumbling, acrobatics, and dance. Students may suffer injuries from these activities, possibly minor, serious, or catastrophic in nature. Tumbling, acrobatics, and dance can be dangerous and lead to injury.
- DanceWorks is not responsible for any injuries sustained by any student during the course of tumbling, acrobatics, dance instruction, open work out, or in any course of any exhibition or competition offered by DanceWorks in which the student participates.
- It is the responsibility of students' parents and families to warn the students about dangers of acrobatics and injury.