

PROCEDURES AND POLICIES

1. CLASSES MAY BE COMBINED OR CANCELED DUE TO LOW ENROLLMENT. THESE CHANGES WILL BE POSTED AT THE STUDIO AND DANCE FAMILY WILL ALSO RECEIVE A CALL ABOUT THE CHANGE.
2. TUITION AND REGISTRATION FEES ARE NONREFUNDABLE. YOU MUST HAVE A WRITTEN DR.'S EXCUSE TO RECEIVE AND CREDIT FOR CLASSES. YOU MAY USE THAT CREDIT FOR ANOTHER TERM OF CLASSES.
3. COSTUME ALTERATIONS AND ADJUSTMENTS ARE DANCER FAMILIES RESPONSIBILITY, NOT MISS HOLLY'S OR MASTERS OF MOVEMENT.
4. COSTUME FEES ARE NOT INCLUDED WITH TUITION. IT IS DANCER FAMILIES RESPONSIBILITY TO PAY THE \$55.00 (FIFTY-FIVE DOLLARS) PER COSTUME FEE. IF YOUR CHILD IS SIGNED UP FOR A COMBO CLASS THEY WILL HAVE TWO STYLES OF DANCE AND TWO COSTUMES FOR THAT ONE CLASS.
5. PARENTS MUST SIGN PERMISSION SLIPS FOR ALL EVENTS FOR DANCERS TO PARTICIPATE.
6. ATTENDANCE IS VERY IMPORTANT. IF YOU KNOW OF DATES IN ADVANCE THAT YOUR CHILD WILL BE ABSENT PLEASE CONTACT THE STUDIO WITH INFORMATION ON THOSE DATES. IF YOUR CHILD IS ILL PLEASE CALL THE STUDIO WITH EXCUSE. YOUR CHILD MAY GO TO ANOTHER CLASS SUITABLE FOR THEM TO "MAKEUP" THAT CLASS. IF YOUR CHILD MISSES ENOUGH CLASSES THAT IT EFFECTS THE REST OF THE CLASS, YOUR CHILD WILL BE ASKED TO NOT CONTINUE DANCE CLASSES IN RESPECT TO THE OTHER DANCERS AND THEIR PARENTS.
7. SNOW DAY POLICY. WE WILL FOLLOW WAUPUN SCHOOL CLOSINGS. IF SCHOOL CLOSES EARLY OR THAT DAY OF SCHOOL IS CANCELED, SO IS DANCE. SNOW DAYS WILL BE POSTED ON CHANNEL 12 AND AT WWW.MASTERSOFMOVEMENT.INFO
8. IF YOUR CHILD HAS MORE THAN THREE CLASSES A WEEK THERE ARE BASKETS AT THE STUDIO FOR THEM TO KEEP THEIR DANCE SHOES AND ATTIRE IN. PLEASE MAKE SURE THAT ALL DANCE WEAR AND SHOES KEPT AT THE STUDIO ARE LABELED WITH INITIALS OR NAME.
9. IF YOUR TEACHER IS ILL/PRIOR ENGAGEMENT AND HAS TO CANCEL CLASS YOU WILL BE NOTIFIED BY PHONE THAT YOUR CLASS IS CANCELED. MAKE SURE THAT YOU HAVE A DAYTIME PHONE NUMBER FOR SUCH INSTANCES.
ON SUCH OCCASIONS A SUBSTITUTE MAY BE CALLED IN TO TEACH THE CLASS. NO PHONE CALL WILL BE MADE AT THAT TIME.
10. PROPER DANCE ATTIRE IS REQUIRED FOR CLASSES. NO STREET SHOES ARE ALLOWED IN THE DANCE ROOM. DANCER'S HAIR SHOULD BE TIED BACK AWAY FROM FACE.
IF YOUR CHILD CONTINUALLY SHOWS UP IN CLOTHES THAT ARE NOT CONSIDERED DANCE WEAR THEY WILL BE SENT HOME WITH A NOTE. IF THE PROBLEM CONTINUES PARENTS WILL BE CALLED. PLEASE CHECK THE WEBSITE AND STUDIO FOR A LIST OF PROPER DANCE ATTIRE.
11. NO GUM, FOOD, JUICE OR SODA ARE ALLOWED IN THE DANCE ROOMS.
12. CHILDREN AND PARENTS THAT ARE NOT SIGNED UP FOR CLASS ARE NOT ALLOWED IN THE DANCE ROOM. PLEASE WAIT IN THE LOBBY WHILE CLASSES ARE IN SESSION.
13. PLEASE MAKE SURE THAT THE LOBBY IS THE WAY YOU LEFT IT. HAVE YOUR CHILDREN PICK UP THEIR MESSSES.
14. NO CELL PHONES IN DANCE CLASSES
15. NO REFUNDS ON TUITION/REG FEES/COSTUMES FEES AND OTHER PAYMENTS. YOU MAY RECEIVE CREDIT AT MASTERS OF MOVEMENT.
16. BY SIGNING THE REGISTRATION FORM *MEANS THAT YOU HAVE READ **ALL** POLICIES.