

Studio Policies

These guidelines are to acquaint you with our classroom expectations, as well as our business procedures. They have evolved over 18 years. Their purpose is to create a smooth flow of personal and business procedures between students, parents and teachers. Your cooperation is appreciated

Lobby Behavior

Children are not permitted to run around the Lobby or the outside hallway. It is disturbing to the other businesses and a distraction to the teacher and to the students who are in class learning. Please do not let your children walk on the benches or play in the bathroom. We ask that your children have respect for other people's property and to behave here as you would like them to in your own home. No food, drink, or snacks are permitted in the studio. No gum chewing is permitted. We are a "water only" studio!

Classroom Conduct

Be ready to enter the class Hair up and fully dressed in appropriate dance attire at the time class begins. Students may be required to observe the class if not dressed appropriately or if more than 10 minutes late. Attend class regularly. There is no talking in class; raise your hand to ask a question. Stop what you are doing when the teacher is talking and listen. Do not touch the mirrors. Do not hang on the ballet barres. Respect studio property and the property of others. Put your name in all dance shoes. Do not leave valuables in the dressing room. The Ballet Box is not responsible for lost or stolen property. A note on corrections: It is important to remember that a correction is a gift. A teacher's job is to help you learn and improve, and when they correct a student they do it because they care. Listen and learn from all corrections even if they are not directed specifically at you.

Dress Code

Dancers work harder and stay more focused when properly dressed for class. We know and appreciate the fact that dancewear is an investment; therefore we offer a practical, long-lasting, and reasonably priced product line that is fashionable and durable. All students are required to wear a studio uniform leotard for each class.

Attendance

Regular attendance is necessary to maintain steady progress in the class. Poor attendance will result in poor training. Absences and tardiness can have a negative effect on the entire class. Please make sure to be on time: it is disrupting to a class when a student comes in after the lesson is in progress or needs to leave early. If you are frequently late or absent, you will be dismissed from the class. Please make this a consideration when the time comes to join another activity. If a class should be cancelled due to the weather you will be notified by email or a direct phone call from the teacher.

Enforcing our Policy

To make sure that we record and resolve any issues, the classroom is stocked with forms that allow teachers to document any disregard for studio policies and guidelines. The director will then contact the student and parents to make them aware of a situation, and come up with a plan for resolving it.

Tuition/NSF Checks

Tuition is due the first of the month. On the 15th there will be a late fee of \$10 applied to your account. The Ballet Box will send a coupon booklet home with your dancer at her first class. Please send your tuition payment in with the appropriate monthly slip. There is a \$30 service charge for returned or NSF checks.