



## **MoonDance Studios Policies and Information 2019-2020**

**Paperwork:** Please hand in or mail signed registration and photo release forms prior to beginning dance.

**Parking:** We have ample parking in the lot in front of the Studio. You may drop your child off curbside as long as you are just stopping to let them out; otherwise please park in the parking lot.

**Drop-offs and pick-ups:** Please do not have your dancers arrive any earlier than 15 minutes prior to the beginning of class unless arrangements have been made earlier. Please pick your dancers up promptly at the end of class unless arrangements have been made earlier. Children under the age of 10 will be kept in the entryway until a parent or guardian arrives to collect them. If you would like your child dismissed so that they may find you in the parking lot, you need to let us know, otherwise we will keep them in the entryway until we know an adult is there for them. Parents are not allowed to stay and watch during class time.

**NO OUTSIDE SHOES** are allowed in the Studio past the entryway at any time.

**Special information:** Please advise us of any issues that pertain to your child; attention or learning disorders, medical disorders, food allergies, etc. Let us know if they have inhalers or EpiPens, etc. that they may need during their time with us.

**Payment:** Monthly dance fees are due the first week of each month. You may pay ahead in any amount you wish. Any accounts that aren't paid the first week of each month will incur a \$10 late fee and any accounts that aren't paid within two weeks of the due date will incur a \$20 late fee. We accept checks (payable to MoonDance Studios) or cash. We also have a Zellepay account set up for direct money transfers; if you're interested, email us and we can give you the information.

**Appropriate class attire:** All students are required to wear dancewear to every class. Approved dancewear includes; leotards, dance or bike shorts, capri leggings, cami or tank tops. T-shirts are acceptable as long as they are formfitting. Boys may wear non-Lycra shorts. We now have a changing room and suggest that all students have a designated dance bag in which they can pack their dance attire, hair-ties/elastics, tights and footwear. Hair **MUST** be worn back and off of the face. Please make sure your dancer has any hair-ties/elastics, barrettes needed in their dance bag.

**Class footwear:** You may purchase your own footwear as long as it meets our specifications, but please be advised that sizing for dance footwear is very tricky. Almost all brands and styles vary greatly. Also, please note that we require dancers to wear carmel/beige pull-on tap shoes and

gores ordered from a specific supplier for performances and recitals to ensure that everyone matches. If you would like to order footwear through MoonDance, please download the footwear form from our webpage and send it with payment to the Studio.

All dancers must have footwear required for each class within two weeks of beginning dance (with the exception of clogging).

Required footwear for each class:

**ALL Combo Classes:** Jazz gores and tap shoes

**Hip Hop:** Jazz gores

**Ballet/Lyrical I & II:** pink canvas ballet slippers

**Ballet/Lyrical III & IV:** half-sole turners (with or without straps)

**Clogging:** Black clogging shoes with attached buck taps

**Irish:** Ghillies

**Pointe:** Ballet Pointe shoes

**Class attendance:** While we understand that our dancers may be involved in other extracurricular activities and there will be an absence once in a while, it is very important to make every effort to come to dance class. It is difficult to create a cohesive group if dancers often miss class. If a dancer misses two or more consecutive classes, they must contact their instructor(s) to schedule a private lesson to catch up on what they have missed.

**Annual recital:** All classes participate in our annual recital, typically the second or third weekend in June. We hold two shows; one Saturday evening and one Sunday afternoon. Both shows are held at the Caribou Performing Arts Center. We also have three rehearsals at CPAC prior to the show. Dancers will be required to purchase costumes for each of their classes. 2018 costumes were \$125 for main class costumes which includes accessories and tights, and \$80 for elective costumes.

**Communication:** You may contact us via any of the means listed on the website. Our newly revamped website, [www.moondancestudios.net](http://www.moondancestudios.net), will be updated weekly and we encourage you to check the bulletin board for any pertinent information. We will still continue to post frequently on our Facebook page. If you would like to receive notifications, please “like” our Facebook page (the one with our logo) then click on “get notifications” in the right-hand drop-down menu.