ALMA-LEA'S DANCE STUDIO, INC.

# **Studio Policies**





#### **CLASSROOM RULES**

- ONLY WATER ALLOWED IN THE CLASSROOM (SEALED CONTAINER & LABELED WITH NAME). ABSOLUTELY NO TAKEOUT / COFFEE CUPS PLEASE!
- NO FOOD OR GUM IN CLASSROOMS (WE ARE A NUT-FREE FACILITY)
- NO CELLPHONES, SMARTWATCHES OR OTHER DEVICES IN THE CLASSROOM
- ASK PERMISSION TO ENTER & EXIT THE DANCE SPACE **DURING A CLASS**
- PLEASE USE THE RESTROOM BEFORE OR AFTER CLASS STUDENTS AND PARENTS ARE NOT TO TAKE PHOTOS **OR VIDEO RECORDINGS OF CLASS UNLESS** PREVIOUSLY APPROVED BY THE INSTRUCTOR

### **ATTENDANCE POLICY**

- IF YOU ARE FEELING UNDER THE WEATHER WITH SYMPTOMS OF ANY ILLNESS. PLEASE STAY HOME AND MAKE-UP AT A LATER DATE IN A CLASS RECOMMENDED BY YOUR TEACHER
- PLEASE CALL OR EMAIL THE STUDIO AHEAD IF YOU WILL BE MISSING A CLASS (DO NOT TEXT YOUR TEACHER)
- IF YOU DO MISS A CLASS, IT IS EXPECTED THAT YOU WILL MAKE THE CLASS TIME UP IN AN APPROPRIATE CLASS RECOMMENDED BY YOUR TEACHER TO RECEIVE YOUR ATTENDANCE AWARD AT THE END OF THE YEAR. EXCESSIVE ABSENCES WILL AFFECT THE PROGRESS OF THE DANCERS GOALS, SO CONSISTENCY IS VERY IMPORTANT
- ANY STORM DAYS OR CANCELLATIONS WILL BE POSTED ON OUR FACEBOOK/INSTAGRAM PAGES, STUDIO GOOGLE CALENDAR & WEBSITE. PLEASE BE SURE TO FOLLOW OUR SOCIAL MEDIA ACCOUNTS
- ANYONE MISSING 4 OR MORE CLASSES WITH NO DIRECT COMMUNICATION WILL BE WITHDRAWN FROM CLASS WITHOUT REFUND

### KINDNESS IS KEY

- DISRESPECTFUL BEHAVIOR IS NOT ALLOWED IN CLASS, AT STUDIO EVENTS OR ON SOCIAL MEDIA
- BE ADVISED THAT OUR STUDIO HAS A ZERO-TOLERANCE BULLYING POLICY
- BE HUMBLE, BE KIND, BE **COURTEOUS & BE A GOOD FRIEND** TO OTHERS
- THESE GUIDELINES APPLY TO BOTH STUDENTS AND PARENTS

## WAITING ROOM RULES

ALDS.STUDIO@GMAIL.COM



- OUR WAITING ROOM IS CLOSED TO PARENTS WITH SOME EXCEPTIONS FOR YOUNG DANCERS. PLEASE HELP YOUR CHILD PREPARE FOR CLASS BY MAKING SURE THEY HAVE EVERYTHING THEY NEED ... WATER BOTTLE, SHOES, COVERUPS & A SMILE!
  - DANCERS IN PREDANCE I & II, BALLET BABIES, KINDERDANCE AND HIP-HOP TOTS MAY HAVE ONE (1) ADULT WAIT IN THE BUILDING FOR THEM DURING CLASS. ALL OTHER DANCERS WILL BE DROPPED OFF HOWEVER FOR THE FIRST COUPLE WEEKS OF THE SESSION PARENTS ARE WELCOME TO WALK DANCERS INTO THE BUILDING TO HELP THEM SETTLE INTO THEIR ROUTINE
  - THE WAITING ROOM IS A PLACE TO "WAIT" WHILE DANCE CLASS IS BEING CONDUCTED ... PLEASE HELP US KEEP IT CLEAN AND QUIET. FEEL FREE TO UTILIZE OUR OUTDOOR PICNIC AREA IN WARMER MONTHS!



### **PARKING LOT SAFETY**

- DO NOT LEAVE YOUR VEHICLE UNATTENDED IN FRONT OF THE DROP OFF AREA ... THIS IS A MOVING AREA FOR CONSTANT DROP OFF AND
- MUST REMAIN CLEAR MUST REMAIN CLEAR LARGE VANS/TRUCKS/SUV'S MUST PARK IN THE AREA NEAREST TO THE ROAD TO ALLOW AN EASY FLOW THROUGH OF DROP OFF & PICK UP TRAFFIC ... PLEASE PARK DIAGONALLY BE AWARE OF CHILDREN IN WALKING TO AND FROM THE STUDIO IN THE PARKING LOT NO PARKING IN THE STAFF ONLY AREA DIRECTLY IN FRONT OF THE BUILDING FOR LIABILITY REASONS, WE ASK THAT PETS ARE NOT BROUGHT TO THE STUDIO ASIDE FROM SERVICE ANIMALS. WE ABSOLUTELY LOVE

 $\sim$ 

- YOUR FUR BABIES, BUT WE ALWAYS WANT TO MAKE SURE EVERYONE IS SAFE AND PROTECTED!

