

Dance and Music Academy of Woodstock
6238 Holly Springs Parkway, Ste. C-3, Woodstock, GA 30188
770-924-1661
office@dancemusicwoodstock.com

23-24 Policies

COVID-19 and other Health and Safety Protocols

Students, staff, and any guest entering our premises or attending a Dance & Music Academy event must abide by our COVID-19 Health and Safety Protocols.

1. MASKS are optional for all students, staff, parents and guests. *COVID-19 policies are subject to change at any time.
2. Do NOT enter our premises/event if:
 - You have a fever of 100.4 degrees or higher.
 - You have a positive or pending test for COVID-19, if your child isn't feeling well or has any symptoms of COVID-19.
3. If your child or anyone in your household tests positive for COVID-19, please notify us and follow the current Department of Health Guidance <https://dph.georgia.gov/dph-covid-19-guidance> .
4. All students must notify us of a positive test result.
5. All students, staff, and guests must be fever and fluid free for a minimum of 24 hours without the use of fever reducing medicine before entering the premises/event.
6. Dance and Music Academy will continue to notify families of a positive case in a child's class, sanitize our facility, have hand sanitizer available throughout the premises, and use air purifiers inside class rooms.
7. Virtual Lessons – Music students please notify the office if you would like to switch to a virtual lesson. Dance students: You can access your zoom link via your Parent Portal under each class.

2023-2024 Aug-May: Calendar

PLEASE NOTE THIS IMPORTANT CALENDAR INFORMATION for the 2023-2024 (August-May) school year:

1. We will be CLOSED for Cherokee County's Winter (Feb) break, Labor Day, Fall (Sept) Break, Monday-Friday of Thanksgiving Break, Holiday (Dec), Spring Break (Feb).
2. We are OPEN during all teacher furlough/workdays, President's Day, and MLK Day.
3. Please refer to the studio calendar on our website www.woodstockdance.com/calendar

2023-2024 Aug-May: Make Ups and Cancellations

1. Make ups for Music Students Music students may only make up (1) absence per semester (Fall: August-December, Spring: January-May)
2. Make ups for Dance Classes If you miss a lesson during the months of August - February you may make it up in any other similar level class. Make ups will not be permitted starting in March as each class will be rehearsing heavily for their particular recital dance.

3. Teacher cancellations: Any lessons cancelled by the teacher will be rescheduled.

4. Weather related closings: We will send out emails for any closings due to weather. Dancers may make up missed lessons in any other similar level class. Music students will have their missed lesson rescheduled by their instructor. Lessons may transition to a digital format due to weather related closings.

2023-2024 Aug-May: Payments and Fees

1. Tuition is due in 10 equal payments August-May.

2. Tuition is due and will be billed on the 1st of each month. Auto billing is required. This means that you must leave a card on file. If you are unable to leave a card on file, you must pay a month's tuition as a deposit. This deposit will be placed in your account to cover late fees, returned check fees, and unpaid costume fees. Any balance of the deposit left over at the end of the year will be posted to the last month's tuition.

3. Any account unpaid after the 5th of the month, including declined auto drafts, will be assessed a \$15 late fee. There will be a \$35 fee charged for checks returned due to insufficient funds.

4. Music accounts must be current in order to stay enrolled in their time-slot. Any music lessons unpaid after the 15th of the month will be dropped.

5. We do not send out monthly invoices. You may view your account and make payments online at any time by logging into our customer portal through our website or at the following link <http://app.jackrabbitclass.com/jr3.0/PARENTPORTAL/Login?orgId=511194>

6. Tuition for dance is based on an annual fee divided into 10 equal payments. Monthly tuition does not change based on the number of classes in a particular month. No refunds or credits will be given for unattended classes. Please refer to the make up policy for missed lessons.

7. Dance tuition prices now include individual dance portraits for all regular classes and digital downloads of recital performances. Company tuition includes individual dance portraits for 2 costumes as well as the digital downloads of recital performances.

8. The following fees are nonrefundable: Registration Fee, First Tuition Payment, Costume Fee (once the order has been placed), and Recital Tickets.

9. Costume Fees for dancers participating in the Spring Recital will be split evenly and due with October and November tuition. Costumes are \$90/each. Any costumes that are not paid in full by November 5th will incur an additional \$15 shipping fee. Please see Company and Competition packets for specific costume pricing.

10. There is not a recital fee, but you will need to purchase recital tickets.

11. Non recital classes will not have class during photo week or the week of dress rehearsal.

12. For advanced track dancers: the Star Fee, Company Fee, Company Tuition, and any Competition Fees are non-refundable.

2023-2024 Aug-May: Registration

1. Once registered, the student is enrolled for the entire August-May season.
 2. Registration Fee - There is a \$45 annual registration fee per family due at the time of registration. This fee is non-refundable.
 3. To complete registration the registration fee (if applicable) and the first tuition payment are due, will be charged immediately, and are non-refundable. Any applicable discounts will be manually adjusted prior to charging your card.
 4. In the event we are unable to hold classes in person at the studio alternate arrangements will be made. This could include but not limited to: outdoors, alternate location, or online service like Zoom. Your contract is for dance classes and/or music lessons, not the location.
 5. Children cannot exceed more than 10 hours of instruction per week.
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2023-2024 Aug-May: Spring Performances

1. Our recitals for dance students and music students will be separate events. Participation in the Spring Recital is encouraged, but not mandatory.
 2. The Spring Dance Recital will be held on Friday May 10th - Sunday, May 12th, 2024. Dress rehearsal for the Spring Dance Recital is mandatory and will be held at the Roswell Cultural Arts Center Monday May 6th - Friday May 10th, 2024.
 3. The Spring Music Recital date is TBD. There will be no Dress Rehearsal for the Spring Music Recital. Music students may be placed in small groups. Music students of all levels are eligible to participate in the Spring Music Recital (if enrolled by January 15th, 2024).
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2023-2024 Aug-May: Withdrawal

We hate to see you go, but if you need to withdraw for any reason you are required to give 30 days notice via Dance and Music Academy's Withdrawal Form (forms can be picked up at the office or online under 'Parent Info'). I understand that it will not be sufficient notice to merely tell an instructor or supervisor, leave a voice-mail, or send an e-mail of my intent to discontinue. You are responsible for tuition and any late fees during the 30 day notification period. If the withdrawal form is not submitted, you will continue to be billed and are responsible for tuition and late fees. This 30 day notice does not apply to Company and Competition dancers. They are bound to the terms of their Company and/or Competition contracts. Please refer to those contracts for further details.

Children Group Care License Exemption

I acknowledge that I have been informed that this program is not a licensed child care facility. I also understand this program is not required to be licensed by the Georgia Department of Early Care and Learning and this program is exempt from state licensure requirements. Dance and Music Academy of Woodstock LLC carries liability insurance. <http://dec.al.ga.gov>

COVID -19 Release

I agree to withhold my child's participation from activities at Dance & Music Academy until they are in compliance with the current Public Health Guidelines. I understand that I/my child are assuming all the risks with respect to personal sanitation and protection with respect to COVID 19. I hereby release and hold Dance & Music Academy, its owners, teachers, assistant teachers, or any other representative of Dance & Music Academy, from any and all claims for damages or personal injuries with respect to COVID 19 issues. I also understand that if the studio has to reduce the number of people in the studio at any one time, my schedule may be adjusted and or reduced. Dance & Music Academy will adjust schedules as fairly as possible and to enable each student to attend the maximum number of classes.

Credit or Bank Draft Authorization Agreement

I hereby authorize Dance and Music Academy of Woodstock to charge my credit card or checking account for all services and products related to my family's enrollment in classes and activities at the Dance and Music Academy of Woodstock, including but not limited to tuition, registration fees, late fees, ordered costumes/accessories/photographs/recital tickets/merchandise (Note: Fees are subject to change). If Annual tuition is submitted via monthly installments I understand that my credit or debit card will continue to be charged on the monthly, session or periodic basis unless I submit the Dance and Music Academy withdrawal form 30 days before intent to discontinue. I have read this entire agreement and understand that I will be held fully responsible for its terms and conditions of service. I understand that once the monthly installments for my annual tuition have occurred there will be no refund given if I decide to discontinue. I agree to notify the Dance and Music Academy of Woodstock, immediately of any change in the status of my charge account including but not limited to card expiration, name change, limitation of use, loss or theft or the card, etc. In the event that the amount charged is refused for whatever reason, I accept responsibility for full payment for the amount charged as well as a late fee of \$15.00. *If I am registering for a 10 week or SUMMER session, I understand and agree that this information does not apply to me.

Medical Emergency

The undersigned gives permission to Dance and Music Academy of Woodstock, its owners and operators to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. In case of emergency or sudden illness, I hereby give authority to any hospital or doctor to render immediate emergency aid as it might be required for the undersigned students health and safety. Dance and Music Academy of Woodstock DOES NOT carry medical insurance for its students. It is required that all students be covered by their own family insurance and if injury occurs, it is understood that the students own policy is your only source of reimbursement.

Other Policies

1. I understand that photographs and/or video of students taken in class, on picture day, and/or at performances/ events may be used in promotional advertising for Dance and Music Academy of Woodstock. All photographs, videos, or depicted likenesses are the sole property of Dance and Music Academy of Woodstock. I understand that I am not entitled to any profit that may be associated with the use of these photos, videos, or depicted likenesses. 2. Dance and Music Academy of Woodstock reserves the right to place all students according to age, ability, and experience. 3. Dance and Music Academy of Woodstock reserves the right to cancel any camp or class with insufficient registration and a full refund will be given. 4. Dance and Music Academy of Woodstock reserves the right to dismiss students or families for rude, disruptive, or disrespectful behavior.

Release of Liability

As the legal parent or guardian, I release and hold harmless Dance and Music Academy of Woodstock, its owners and operators from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury, including death, that may be sustained by the participant and/or the undersigned, while in or upon the premises or any premises under the control and supervision of Dance and Music Academy of Woodstock, its owners and operators or in route to or from any of said premises.