

2021-2022 Policies

Safer Studio Policy

In order to reduce community spread of Coronavirus, we follow best practices and recommendations from our local health department and from our industry associations, More Than Just Great Dancing!® and Youth Protection Advocates in Dance. PCDC requires all staff and students to stay home when they are ill. PCDC understands that unlike older children and adults, young children cannot be expected to maintain social distancing at all times. Therefore, PCDC focuses on a hierarchy of measures beginning with keeping ill people home, followed by frequent hand cleaning and good hygiene practices, amplified cleaning, and curricular and facility adaptations to minimize contact and mingling where possible. All studio classes are backed up on an online learning platform. In the event a class is unable to be held at the studio, classes will convert to an online learning platform until in-studio classes can resume.

Fees

All fees (membership, tuition, performance fees, team fees, etc.) must be paid by pre-authorized debit or credit card. PCDC accepts Visa, MasterCard, Discover, and American Express. Monthly tuition will be charged to your debit card or credit card on the 25th of each month for the following month. Please update your debit card or credit card via the PCDC customer portal. If an account is delinquent for 30 days, the appropriate collections agency will be contacted, and a 35% collection fee will be applied.

2021-2022 Fees:

Annual Membership Fee

An annual membership fee of \$50 per family is due at the time of registration. This fee is non-refundable and will auto-renew on May 5th, 2022 for the following dance season.

Tuition

Preschool one class/week	\$75 per month
K-12 th one class/week	\$85 per month
K-12 th Tap Skills add-on	\$42.50 per month

10% off additional classes including siblings. Sibling tuition discount will be applied on the smaller account(s). Discount applies to tuition only.

Tuition is a yearly fee divided into 11 monthly payments (Season runs August-June). Monthly tuition is always the same regardless of the number of classes in the month. Holiday closures have already been taken into account when calculating tuition.

NSF Fee

Non-sufficient funds on auto-debit or auto-credit will incur an initial \$25 NSF fee. Subsequent NSF occurrences will result in an accumulative addition of \$5 per instance.

Performance Fees

Holiday Show: \$60 charged 10/15/21
 June Recital: \$145 charged 10/15/21
 June Recital Fee after 1/1/22: \$165

Families that wish to opt out of one or both performances must notify PCDC front desk before October 15th. Payment plans are available upon request.

Holiday Show fee includes participation, 2 tickets to one performance, a digital download, and one live feed link of the event. June Recital fee includes participation, 2 tickets to one performance, one costume, any performance accessories, a commemorative medal, a digital download, and one live feed link of the event.

Your account must be current in order to participate in performances and to receive your June Recital costume(s). Costume fees are non-refundable, and exchanges are extremely limited as costumes are made to order. Performance fees do not include shoes.

Additional Performance Tickets= \$15-\$25 per ticket
 Additional June Recital Costumes= \$80-\$90 per class
 Optional June Recital Pictures= \$10-\$50 per class

Private Lessons

Private lesson fee is due at the time of booking. All private lessons canceled with more than a 24-hour notice will receive a full refund. No-show lessons or lessons canceled with less than a 24-hour notice will forfeit 50%.

Withdrawal

Withdrawal can occur at any time before the 24th of the month to avoid billing for the next month. We encourage dancers to try a different style or teacher before deciding to withdraw. To withdraw from classes, a parent must complete a withdrawal form by the 24th of the month.

Refunds/Credits

Tuition, membership fee, and costume fees are non-refundable. There are no refunds or credits for missed classes. Refunds or credits are only issued when PCDC cancels a class due to low enrollment. Account credits expire one year from issue date. Referral credits expire after season end in June.

Families must be enrolled for 30 days before referring others for the referral credit. Referral credit is applied after 2 months of enrollment of the referred family. If multiple families refer the same student, the referral credit will be split.

Class Substitution and Delivery

PCDC reserves the right to combine or shorten classes, use substitute teachers or teacher assistants, reschedule, or deliver class content via an online system in the event that classes are not able to be conducted live for any reason including, but not limited to weather, teacher absence, or governmental advisory.

Makeup Classes

Makeup classes are available for student illness, injury, or inclement weather, where space is available. Makeup classes can be scheduled through the front desk or the online member portal and must be used within one month of the missed class.

Closures

PCDC will be closed on the following days:

- Labor Day, 9/6/2021
- Halloween, 10/31/2021
- Thanksgiving Break, 11/22-11/28/2021
- Winter Break, 12/20/2021-1/2/2022
- Spring Break, 3/21-3/27/2022
- Memorial Day, 5/30/2022

Inclement Weather:

PCDC may close in the event of inclement weather. The studio will notify families by email and text and will post to social media. We encourage all parents to check their email and social media before driving to the studio on snow days.

Dress Code

Proper dancewear and dance shoes are required for participation. Students are not permitted to wear jeans or shoes worn outdoors. For safety reasons dancers are not permitted to wear jewelry. Please see our website or contact the front desk regarding PCDC dress code. Please be advised that your child's teacher may require a certain style or color dance shoe to complement their recital costume.

Student Care and Illness

PCDC is not responsible for student care before or after class. Students are not to be left at the studio for excessive time periods. Students under the age of 12 are not allowed in the studios without a teacher present. A student, who is ill, must stay home if they are contagious, have a fever, excessive cough, or are vomiting.

Release of Liability

As the legal parent or guardian, I release and hold harmless Production Company Dance Centre, its owners and staff 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 Production Company Dance Centre, its owners and operators or in route to or from any of said premises. Production Company Dance Centre is not responsible for lost, stolen, or damaged items.

Medical Emergency

The undersigned gives permission to Production Company Dance Centre, its owners and staff to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. I hereby declare the participant to be in good physical and mental health.

Photo/Video Release

Production Company Dance Centre is hereby granted permission to take photographs and video of my child(ren) for promotional purposes. Permission is also hereby granted to Production Company Dance Centre to copyright such photographs and video in its name. I understand that the images may be used in print publications, online publications, presentations, websites, and social media. I also understand that no royalty fee or other compensation shall become payable to me by reason of such use. For quality assurance, PCDC uses video and sound recording in all studios and the lobby area.

Communication

PCDC uses email as a primary form of communication. Please add info@productioncompanydance.com to your email contacts. Please inform the studio of any address, email, or telephone number change. It is the responsibility of the parent to be aware of all studio policies, events, and closures. Your family agrees to receive communication in all forms, including email and text, from PCDC.

I have fully read, understand, and agree to abide by all of the above policies.

Printed Name: _____ **Date:** _____

Signature: _____