



What is needed for each class:

Ballet I/II: Leotard, tights, pink ballet shoes

Contemporary I/II: Barefoot, leggings or shorts with tights, form fitting top

Jazz I/II: Leggings or shorts with tights, form fitting top, black jazz shoes

Primary Ballet/Jazz: Leotard, footed or convertible tights, pink ballet shoes, black jazz shoes

Clogging I/II/III/IV: Clothes that allow movement, no jeans or baggy t-shirts, tights with shorts, white clogging shoes

Beg Musical Theater/Adv Musical Theater: Clothes that allow movement, no jeans or baggy t-shirts, tights with shorts, CLEAN tennis shoes or jazz shoes

Beg/Int Ballet & Jazz: Leotard, tights, pink ballet shoes, black jazz shoes. Shorts, skirt, or leggings may be worn over tights.

Kinderdance: Leotard, footed or convertible tights, pink ballet shoes, black tap shoes

Acro I, II, III, IV, V: Leotard or Biketard with tights, or leggings with form fitting top. NO SHORTS WITHOUT TIGHTS! No jeans or baggy t-shirts

Kids Hip Hop, Hip Hop I, Hip Hop II: Clothes that allow movement, no jeans or baggy t-shirts, tights with shorts, CLEAN tennis shoes

Tap I/II: Clothes that allow movement, no jeans or baggy t-shirts, tights with shorts, black tap shoes

Tots: Leotard, tights, pink ballet shoes, black tap shoes

*NO Jeans, jean shorts, or baggy t-shirts allowed in any class

*NO belly's showing or bare legs

* We recommend The Sock Basket on Merrimon Ave. for shoes and dance class needs if not provided in our studio boutique.

DIMENSIONS STUDIO OF ARTS & ATHLETICS

7401 US 213, MARS HILL, NC, 28754

POLICY MANUAL

OWNER & DIRECTOR: Sarah Woerner

STUDIO POLICY & INFORMATION

Dimensions Studio is a center specializing in movement and the performing arts. We provide classes for recreation and healthy, active lifestyles. Classes offered are Ballet, Tap, Jazz, Modern, Creative Movement, Hip Hop, Clogging, Acrobatics, Weights, Fitness, Zumba, and Taekwondo classes. Dimensions is a "hands on" studio. Instructors use the use of touch to promote the understanding of how the body works and moves.

Dimensions Studio guidelines & policies arose from the experience of many teachers, here and elsewhere. Policies are subject to change throughout the year. Interpretation of all rules, policies, information by Dimensions is final. They are designed to allow each student the best possible experience in their classes. Each area or performing art offered at this studio is a discipline. Only when each is truly practiced and respected as a discipline, do the grace, beauty, artistry, fulfillment, and enjoyment come forth.

Season:

Dance classes generally run August-May. There is always an end of season production/recital for dance related classes. Information will be given throughout the year. Students who join after January may not be able to participate in recital.

Taekwondo and Adult Fitness classes run year round

Tuition and Fees Policies

Tuition is paid monthly for Dance and Taekwoneo. It is based on the total number of enrolled hours. Monthly tuition is the same whether 3, 4, or 5 weeks in a month. Tuition is NON-REFUNDABLE. Classes missed because of illness are not refundable. Classes missed can be made- up at another time in another comparable class. If you skip a month, that month's bill must be paid before you may rejoin classes. No refunds are given for missed classes.

You must put a card on file when registering for classes. Your card will be processed on the 10th of each month for whatever balance is on your account. If you would like to pay by cash or check, payment must be received by office staff by 7pm of the 9th of each month otherwise your card will be processed.

- A \$10 late fee will be applied if payment is not made by the 10th or if your card is declined.
- Checks should be written to Dimensions Studio.
- There is a \$20 return check fee or checks returned by the bank.
- A non-refundable registration fee is required for anyone registering for Dance or Taekwondo classes. Payment will be processed on the 10th of the follow month after registration.
- End of year production classes have costume fees due with December tuition and recital fees due with March tuition.
- There is a \$5 discount for each sibling.
- Payments made in advance receive a discount.

Adult Fitness classes- payment must be made before class. If taking Tina's fitness class, payment is made directly to her. All other class payments go through Dimensions.

Dance Class Information:

- Private classes are based on 20 minutes of instructional time, and a 5-minute warm-up by the student.
- A 45-minute class is based on 40 minutes. A one-hour class is based on 50 minutes. One and a half-hour class is based on 80 minutes and so on.
- Please note: instructor has the option to hold class over 5-10 minutes.
- Dimensions and Instructors reserve the right to move any student to another class that is improperly placed in a class.
- There must be at least 6 students registered in order to hold a class
- Classes and times are subject to change

Tots:

Tots will pay a non-refundable registration fee and a one-time payment of \$50 for a 6-week session. We will offer a fall session, spring session, and recital session. Recital session will be set up differently and information regarding recital will be given out during the spring session.

Attendance & Dropping:

Attendance is taken at the beginning of each dance and taekwondo class. Upon registering for classes, we urge parents and children to discuss their commitment to classes. Consistent and punctual attendance is essential for progress to occur. If for some reason a student must withdraw from classes, please notify the office via email **BEFORE THE LAST DAY OF THE MONTH. *If office staff is not made aware of a student dropping a class by the last day of the month, full tuition will be charged the following month!***

Private Classes:

Private classes are available at Dimensions on an individual need and available schedule basis. If students do not call and notify by 12:00 noon that day that they must miss a scheduled class, and do not show up, they will be charged for the lesson time. Also, if a student is late for class, only what time is remaining of scheduled class time will be used. Please email dimensions@dimensionsstudio.com to notify of schedule changes. Classes will not be held for privates if tuition is not paid in full at the beginning of the month, unless other arrangements have been made. If a student cancels two or more classes habitually per month, instructor is subject to drop student.

Make-ups & Cancellations:

Dimensions allows 2 days to be missed or cancelled by owner per year, per class for any reason. Production classes have 2 additional days that can be missed or cancelled without makeup. Fitness classes do not offer any make-ups due to the way payment is made.

Non-production classes that miss more than the given 2 days will be compensated with makeups, credit, or prorated tuition.

We do not pro-rate classes according to a child's sickness, family vacations, or ballgames. If you skip a month, that month's bill must be paid to rejoin classes. Please feel free to come talk to us concerning long-term illnesses or relocations, etc.

Much can be learned from watching a class and a watched class does not have to be made up. Classes must be made up within the month following the absence and during another appropriate scheduled class. Please check with instructor to schedule a make-up class time.

Bad Weather Policy:

The studio does not follow Madison County Schools regarding closure for bad weather or teacher work days. If in doubt, please check the studio Facebook or Instagram **AFTER 2:00PM** of the day in question.

If you are signed up for text alerts through us, we will send a text if any classes are cancelled.

Holidays/Annual Schedule:

Dimensions is closed for the following holidays: Labor Day, Thanksgiving week, Christmas through New Year's, and Madison County's Spring Break. The holidays have been taken into consideration concerning monthly tuition and will not affect your monthly payment. Full tuition is due during these months. Check the lobby for actual posted dates of holiday closings. **Check with Taekwondo & Fitness Instructors regarding holiday closings.**

Cell Phone/Ipod Policy:

Students may not use or have their cell phones/iPod during class. We have a basket located inside each dance room for students to place their turned off phones/iPod in during class in order to ensure security for the phones and avoid having to leave the phones/iPod in lobby or dressing room. If you need your child during their class time, please call the office at 689-5267.

Social Media

Dimensions reserves the right to use photos, videos, or likeness of children/adults during and out of class as promotion and advertising on our social media accounts. This includes, but is not limited to: Dimensions Studio Website, Instagram, and Facebook. It is YOUR responsibility to make it known to Dimensions Studio staff if you do not allow yourself or your child to be in pictures, videos, or likeness on Dimensions Studio social media pages and Dimensions Studio website.

Misc. Policies

- *We are responsible for your child only during class time. If you must bring your child early or pick him/her up late, special arrangements must be made in advance with the director. Please let us know if someone other than the parent will be picking up your child. Reminder, we are not a daycare! Please supervise all children in our waiting areas - students and siblings. Children that are allowed to ride the bus to the studio with Director's permission must be able to dress themselves & be prepared for class when it starts. Dimensions is not responsible for any child that leaves the building. Dimensions is responsible only during registered class time.*
- *Paid for costumes become the property of Dimensions Studio if not claimed by May of registered season.*
- *Lost & found items are given to charity every now and then. We will give notice before donating by posting a sign at the studio.*

Class Observation:

It is very distracting to students to have parents observing class every week, so we ask that if you feel the need to observe, please make arrangements with the instructor prior to arriving at the studio.

Apprentice:

Many classes have an instructor and an apprentice instructor/assistant. Please be aware that while at no time will an apprentice be teaching a full class without instructor in building, unless extreme emergency were to arise, they will be asked to do certain combinations, exercises, and perhaps an entire class, which is required in an apprenticeship. The instructor will always be available and will step in when necessary.

Costume/Production Fees (If Applicable):

(\$65+ Costume Fee per class & \$35 Production Fee per student)

A \$65+ costume fee for clogging, acrobatics, and dance students participating in production is due with December's tuition. Each class participating in production has its own costume. A student in two classes will need to purchase separate costumes for production if participating with each class. You may pay installments up until Dec. If full payment has not been received for your child by this time, we will be unable to order your student(s) a costume. Costumes must be picked up within 30 days of notification if you do not participate in production and paid for a costume.

Tights are ***NOT*** included with costume, you will be responsible for providing the correct color tights for the production and possibly any accessories. We will let you know where and how to purchase these. Headpieces and some accessories are included in the costume.

A \$35 production fee is due with March tuition. This fee helps to cover production costs and ensure a successful end of the year production.

The costume/production fee is non-refundable.

Insurance:

We do not carry medical insurance for students. It is required that all students be covered by their own family insurance policies and if injury occurs it is understood that the student's own policy is your **ONLY** source of reimbursement.

Arrival & Departure:

Parents should accompany their children to and from classes. Please notify the instructor if someone other than a parent will be transporting your child. Parents may leave once class has begun and should return before their child is dismissed. Students who arrive late should first change into their appropriate class attire (this includes hair up) then enter the classroom and sit quietly by the door until the teacher recognizes them. Any student who misses warm-up may be asked to observe or take notes on class rather than participate for safety reasons. Anyone not properly warmed-up is at risk for injury. Parents who habitually arrive late to pick up students may be charged for daycare.

Video Taping:

Dimensions' classes may not be videotaped without instructor's and Director's approval. All dances, routines, class material, etc. is the property of the instructors at Dimensions.

Guest Teachers:

Dimensions may invite various qualified guest teachers to teach classes throughout the season. Guest teachers should always be treated with respect and gratitude for sharing their knowledge. Dimensions is always honored to have others in the performing arts field come be a part of the studio.

CLASS RULES

- Please no food or drinks in the studio rooms. Water bottles only.
- No one is allowed in the classrooms except students while class is in session. Students are expected to remain in class once it has begun.
- ***Students must wear proper attire for their class and have proper shoes*** each week. Write your child's full name in all dance shoes! Ballet shoes should have strings tied & cut off & tap shoes should have elastic loops in place of ribbons.
- No belts, baggy shirts, jewelry, or chewing gum are allowed in class. These are all distracting and/or dangerous for your child and take away from the instructor's effectiveness.
- Do not allow students to wear dance shoes to or from the studio.
- **Hair should be neatly and securely pulled away from the face & long hair should be off the neck.** Please be sure to use fasteners that will stay in your child's hair throughout class. It is very distracting to keep having to put up hair!
- Parent/Teacher conferences should be planned and not take place after classes due to a strict back-to-back schedule.

A complete listing of items needed for dance, clogging, Acro classes is listed on website under policies & info. www.dimensionsstudio.com . Taekwondo students have a separate information sheet with dress code, belt ranks, etc. Each taekwondo student should receive and sign a copy upon registration.

DIMENSIONS CLASS RULES ARE LISTED AT EACH STUDIO DOOR, PLEASE BE AWARE OF THESE!

Privacy Policy

Your email and personal information is not for sale

We collect standard customer information. We are committed to keeping it strictly confidential. Your privacy is not for sale. We will never sell, rent, or otherwise abuse the private information you have trusted us with. We do not SPAM or sell your email addresses. The Studio Director (studio database) we collect it to serve as your login identifier and for our systems to communicate updates to you.

Data security: We sometimes work with a third-party through affiliate agreements and website co-brands. We are not and cannot be responsible for the privacy policies of these third-party sites or how they treat information about their users. We do not provide these sites with your information. Beyond that, we encourage you to review their privacy policies to ensure they are up to your standards.

Legal disclaimer

We use reasonable precautions to keep the personal information disclosed to us secure. We are not responsible for any breach of security or for any actions of any third parties that receive the information. We may also disclose personal information when required by law or in the good-faith belief that such action is necessary in order to conform to the edicts of the law or comply with a legal process served on our company.

Policy changes:

Our privacy guidelines will not change without your knowledge. We will notify you by email of any significant updates to this policy or any notable changes to the way we collect or use personally identifiable information.

DIMENSIONS STUDIO OF ARTS & ATHLETICS

RELEASE FORM 2020-2021

I, hereby known as under signer, acknowledge that the desired class(es) I have chosen for myself or my child at Dimensions Studio of Arts & Athletics (hereby known as Dimensions Studio) is/are done so at my own discretion. This release is made by the undersigned to release Dimensions Studio and all of their respective members, managers, directors, owners, heirs, agents, contractors, successors, and assigns as set forth below.

Under signer understands Dimensions Studio has taken reasonable steps to provide skilled staff so that undersigned or stated child below can enjoy this activity for which myself or stated child below may not be skilled. Under signer acknowledges that this program and activity which under signer voluntarily seek carries with it certain known risks and unanticipated risks which could result in injury to myself or stated child below. Due to the nature of the physical activities of Dance, Movement, Fitness and Martial Arts there will be physical contact that each student may have with instructors and with other students. Dimensions Studio is a "hands on" studio. Instructors use the use of touch to promote the understanding of how the body works and moves.

Under signer acknowledges all risks of participating in classes. While enrolled in classes under signer acknowledges that they or their child has no medical or physical conditions, which would be adversely affected by this/these class(es). The instructor(s) reserve the right to remove from any class any student that does not follow the rules or demonstrates any behavior that would adversely affect the class, fellow students or the staff.

I grant permission to Dimensions Studio to use, edit, copy, publish, or exhibit photos, videos, and likeness of my child/myself for promotion and advertising on the studio website and social media accounts. This includes, but is not limited to: Dimensions Studio website, Facebook, and Instagram. It is my responsibility to make it known to Dimensions Studio staff if I do not consent to myself/my child's photo, video, or likeness being used for this purpose.

Under signer hereby releases and discharges Dimensions Studio, owners, instructors, and any assistants or other employees/volunteers from any and all liability and claims of every kind which are in any way connected with participation with Dimensions Studio on or off Dimensions Studio premises.

Dimensions Studio instructors/staff are not responsible for myself or stated child below before or after class(es), and that I (under signer) am responsible for below stated child(ren) arriving and leaving the premises.

Under signers' participation or the participation of his/her child is purely voluntary and is taken with full awareness of the possibility of known risks of injury and acceptance of the risks. The under signer hereby releases and holds harmless Dimensions Studio from any and all liability, loss or damage resulting directly or indirectly from participation in classes with Dimensions Studio. Under signer agrees not to sue Dimensions Studio with respect to any claims or cause of action including, but not limited to, bodily injury, property damage or wrongful death occurring to under signer and/or stated student below as a result of participating in classes at Dimensions Studio.

Under signer has carefully read this agreement and fully understands its contents. Under signer is aware that this is a release of liability and is binding as long as below stated student(s) is/are enrolled in classes with Dimensions Studio.

In recognition of the physical dangers connected with physical exertion, Dimensions Studio urges students to obtain a physical examination prior to participating in lessons at Dimensions Studio.

Applicant is fully aware of the current pandemic, Coronavirus, COVID-19 and the inherent risks involved. The customer is aware that the majority of serious cases and deaths contributing to this virus are in people over 60 years old. Dimensions Studio has put in place preventative measures to reduce the spread of COVID-19; however, we cannot guarantee that you will not become infected with COVID-19. Further, like any public place, could increase your risk of contracting COVID-19. Under signer acknowledges the contagious nature of the virus and accepts sole responsibility of the risks of injury, illness, death, damage, loss, claim, liability, or expense of any kind that may occur in connection with attendance at Dimensions Studio. Under signer agrees that this release includes any claims based on the actions, omissions, or negligence of the business, its employees, agents, and representatives, whether COVID-19 infection occurs before, during or after participation in any business program, event, or appointment.

Under signer agrees by voluntarily signing that he/she has read the Dimensions Studio information, rules/policies manual, understands all guidelines and has had the opportunity to ask questions.

Under signer understands tuition payment requirements for classes enrolling in and that PRODUCTION and TESTING FEES are NOT INCLUDED IN CLASS TUITION if applicable. Tuition and fees are NON-REFUNDABLE unless approved by Director.

