

Studio Policies

We are so pleased that you have entrusted us with your child. You can look forward to a wonderful year of learning, growing and dance. The following policies are in place to enrich the lives of our students and their families through the art of dance. We uphold the values of commitment, integrity, hard work and positive attitudes. Spotlight Studios of Dance & Performing Arts prides itself on using age appropriate music, costumes and choreography. Please do not hesitate to contact us via phone or email if you have any questions at all.

- Parents are not allowed on the dance studio floors without permission from an instructor.
- No chewing gum is allowed anywhere in the studio.
- Students are encouraged to use restroom before class.
- Students must come to class in dress code.
- Students must have their dance attire and shoes labeled with their initials.
- Parents must supervise all accompanying siblings in waiting areas.
- Children cannot be left unattended.
- Any student that is late to class may be asked to sit and watch until that specific exercise is complete. Prompt arrival time ensures that your dancer receives full instruction.
- You must inform Staff of Spotlight Studios if your child has any health issues, allergies or injuries incurred prior to coming to class.

Code of Conduct

While at Spotlight Studios of Dance & Performing Arts, students and parents will dress and conduct themselves in an appropriate manner, as well as when at events, competitions, etc. Proper respect for the staff and fellow students is expected of all students, parents/guardians and siblings. Attitudes that are disrespectful, uncooperative, or aggressive do not have a place at Spotlight Studios of Dance & Performing Arts. Students will not speak negatively about one another or the instructors, they will only encourage one another.

Any parent/guardian or student who disrupts class or approaches a teacher, staff member, another student or parent with the intent to cause conflict will be dismissed immediately. Any inappropriate or slanderous remarks about Spotlight Studios or it's staff members on any social media site will be cause for immediate dismissal from the studio.

If any child is uncomfortable with another student or teacher, please encourage them to let a staff member or parent know and we will resolve the issue immediately. If a parent or guardian has a concern or grievance you must make an appointment with the Studio Director (Kristi Tumminia), or you are welcome to send an appropriate email to discuss the issue. Our main focus is dance education and we do not wish for any other issues to interfere.

Snacks

Snacks and water are available for purchase at the studio. Snacks are not allowed on the studio floor.

Class Attire

Proper attire must be worn for every class. Dance shoes should not be worn outside to and from class, students must change shoes in the studio and they can store them in any of our bins or cubbies in our dressing room. Attire is mandatory, children will not be able to participate in certain activities if proper shoes or attire is not present. Hair must always be up.

Pre-school Ballet/Tap: Any color leotard and tutu. Pink tights and pink ballet shoes. Black Capezio Tap shoes. (Other brands that are not specifically dance brand can disintegrate floors and taps).

Hip Hop Tots: Any color tank top or leotard. Black shorts or leggings. Black Capezio Hip Hop Sneakers or Black Capezio Jazz Shoes (If your child's foot is too small).

Kindergarten Ballet/Hip Hop: Black leotard and any color short. Pink tights. Pink ballet shoes and Black Capezio hip hop sneakers. (For recital you will need to have both). Hair up in ponytail or bun.

Kindergarten Hip Hop: Black shorts or leggings, any tank top or leotard. No baggy clothing, jeans or skirts. Black Capezio hip hop sneakers.

Ballet I, II, III, IV: Black leotard, pink tights, pink Ballet shoes. Hair must be up in a bun.

Contemporary I,II,III,IV: Black leotard or sports bra, any color short and nude transition tights. Foot undies of any color. (For recital you will be asked to have a specific color shoe or foot undie depending on costume). Hair must be up in ponytail or bun.

Jazz I,II,III,IV: Black leotard, any color short or legging. Caramel jazz shoes. Hair must be up in ponytail or bun.

Hip Hop I,II,III,IV and Grade Levels: Any color tank or leotard, graphic tees and tanks acceptable. Must wear black shorts, leggings or sweatpants. Black Capezio Hip Hop Sneakers will be required for recital. **Hi tops are acceptable ONLY IF they are NOT worn outside and are bought specifically for dance.** *Please respect this rule as it will severely affect our floors.*

INTENSITY I,II,III,IV: Black leotard, black shorts, any convertible tights. Must have foot undies (any color), caramel jazz shoes and a pair of a pair of mid-calf or knee socks each week for class. Students may need one of those three each week depending on exercises. Hair must be up in ponytail or bun.

Boys: Black Capezio Hip Hop Sneakers, Black Sweatpants or Shorts, any T Shirt is fine. No outside shoes.

Classes

Missed Classes - Any missed classes may be made up in a similar level within one month of the missed class. Please check with instructor or front desk for their recommendations. No deductions or refunds are made for missed classes. You may make up to 3 classes from September-January and after Recital. Please let instructor or front desk know when you plan on making up a class.

The studio reserved the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to teach classes. In the unlikely event that a substitute cannot be arranged, any cancelled classes will be made up.

Please do not let your child enter a classroom without a teacher present that is ready to call them in. Teachers are responsible for students during class time only and it is unsafe to have children in the studios unsupervised. If you are running late or need to drop early your child is more than welcome to wait with a front desk staff member or in our dressing rooms.

Cancellation: You may withdraw from any or all classes at any time by giving a thirty day notice. No refunds will be given on tuition payments, however a credit will be put on your account when we are given notice. Registration fees are non refundable.

*If you drop a class between December 1st and February 1st, a costume cancellation fee may be incurred dependent on the vendor fee. After February 1st, no refunds or credits will be given on costumes.