



2021/22  
Registration Packet/Handbook  
*\*Must Read & Keep for Reference\**

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## *2021/22 Tuition Rates and Policies*

### **REGISTRATION FEE**

Registration is \$25 and \$40 a family. Registration fee must be paid every year. The first month's tuition is required with the registration form to reserve class space. Registration will not be considered complete and class space is not reserved until this fee has been paid.

### ***Hour Class Payment Chart***

# of Classes	Class Rate	Monthly Payment
One Class	\$16.00	\$62.25
Two Classes	\$15.50	\$120.75
Three Classes	\$15.25	\$178.00
Four Classes	\$15.00	\$233.50
Five Classes	\$14.75	\$287.00
Six Classes	\$14.50	\$338.50

### ***45-Minute Class Payment Chart***

# of Classes	Class Rate	Monthly Payment
One Class	\$14.00	\$54.50
Two Classes	\$13.75	\$107.00

### ***Hour Class with 45-Minute Class Payment Chart***

Hour Class	45 Min Class	Monthly Payment
\$16.00	\$13.75	\$115.75

**DESCRIPTION:** Elite's dance season runs from September through June 2021. Tuition rates are calculated for **35 weeks of classes**, you are not charged days the studio is closed in observance of holidays. *Please note that the amount of classes per month varies and classes are over a 10-month period. The calculations above are based on 35 classes over a 9-month period.* You are paying tuition from September through May; there is no June payment but we dance in June. **If a student begins class at a later date, the monthly payment will be different than above due to tuition calculations as it is pro-rated.**

### **TUITION:**

\*Tuition is due the 10th of each month. A \$5 late fee will be applied to accounts not paid by the 20th of the month and for each month following until paid. Please make sure tuition is on time as we have time sensitive operational costs. If you are experiencing financial difficulty and need an extension in payment to avoid defaulting please contact Ms. Amanda directly.

\*Tuition may be paid by the following methods: cash, money order, check and credit. If paying by credit, a 2.6% fee + 10¢ will be added to cover fees. For example, if tuition is \$62.25 a month, with the fee it will be \$64.01. Checks should be made payable to Elite Dance Center and include your child's full name in the memo.

\*There is a \$25 returned check fee, per check, on all returned checks. This covers the fee the bank charges the studio.

\*Tuition remains the same regardless of absences and whether it is a long, five-week month or a short, three-week month. **Tuition is calculated on the total classes in the year divided by 9 months to create consistent payments.** Tuition is reduced for additional classes per week or for more than one child per family based on the fee scale.

\*Each class will require specific dance shoes and a costume to be purchased for recital.

### **Important Reminder-Please Read**

***Credit will be given in the amount of a make-up class; you cannot just decide to not pay. If you are going on vacation you cannot ask that tuition be paused. You may make up when you return. Please treat the studio as you would a gym membership, car payment, or rent for example.***

### **Make Up Class Protocol**

**Students are encouraged to make up any classes that they miss. Please contact the studio if you will be absent. If a student is absent from class, we can help guide you in choosing a class that is comparable to best suit the class missed to make up in. When your child is absent and you wish to take advantage of the make up class, you need to notify us that you are interested in making up. Please do not just show up to a class, we will let you know which class is appropriate. It is your responsibility to reach out to us. Once we notice a child out for several weeks we reach out to check in.**

#### **POLICIES:**

**CLASS CHANGES:** When dropping or adding a class at any time during the year, please notify Elite Dance Center in writing. Not showing up for classes, does not constitute a withdrawal from class. Accounts will continue to be charged for tuition until written notification is provided.

**INSURANCE:** 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. Elite Dance Center and its employees are not held accountable for any injury or illness sustained while participating in program, during break time, as well as being transported.

**BAD WEATHER / HOLIDAYS:** The studio will not necessarily close for snow days, regardless if schools are closed. Ms. Amanda will send an email notification and post to social media if the studio is closed.

**ATTENDANCE:** Good attendance is imperative, as absences and tardiness can hold back the student and class. Students should be prompt and prepared for class.

**PHOTO RELEASE:** By enrolling my child I release the rights to any photos or videos taken by Elite Dance Center for use in promoting or advertising.

#### **GENERAL STUDIO GUIDELINES**

\*Please note: only students enrolled at Elite Dance Center are permitted in the dance studio during and in between classes.

\*Students should be dressed and prepared for class before it starts. No street shoes should be worn in the studio unless taking Hip-Hop. Please change into dance shoes before class. Do not come in with muddy shoes.

\*Please do not bring food or drinks in the dance studio. Chewing gum is not permitted while in class. Only water.

\*Always treat your teacher and fellow classmates with respect.

\*Have fun!

### **COVID-19 GUIDELINES**

Elite Dance Center is doing everything in our power to protect our students/families, staff and community from the spread of Covid-19 in the studio. To this extent, we will continue to follow the Center of Disease Control (CDC) and local health department guidelines. We will continue to be mindful of social distancing in order to limit the exposure to all individuals.

We ask that if you are showing symptoms of Covid-19 or a temperature of 100.1 or higher, that you stay home. We reserve the right to check temperatures upon arrival.

At this moment, classes will continue to be drop off only as we are still battling Covid-19. This is done in order to keep the number of individuals in the studio at a minimum and have less exposure for dancers. Dancers will be dropped off at the back door and released at the front door to avoid classes crossing paths. Dancers 3 and under are an exception if they need *one parent* (in a mask) to walk them in. (Once they are settled/or become comfortable we ask that you follow the same protocol above). Please do not drop dancer off before the designated time. It is also required of everyone to sanitize their hands as they enter the building and to practice proper hand washing when using the bathroom. Dancers will also sanitize upon release.

If possible, younger dancers can be dropped already in their dance shoes.

We ask that no food be brought into the studio, water only.

The studio and any materials used during class such as ballet barres, mats and stretching materials, will be cleaned and disinfected after each individual use with hospital grade disinfectant, EnvirOx and SDVO. EnvirOx is a green sanitizer and virucide that is safer and healthier than traditional cleaning products. SDVO is a non-toxic disinfectant proven to kill 99.999% of bacteria. Areas and surfaces such as the bathroom, cubbies and door handles that are touched will be cleaned and disinfected in between each class as well. The dance floor is cleaned and disinfected at the end of each night.

An Envirox Cleaning System has been installed which provides Sanitizing and Virucide cleaning and disinfecting.

Windows that are able to open will be open weather permitting.

Screen doors have been installed in entryways to both studios to create more airflow, to maintain safety and to keep the bugs out. They will be open as long as weather permits as well.

There are air purifiers in Studio A and Studio B.

Every 3 months the studio is professionally cleaned, disinfected and sprayed with SD 90, an invisible barrier that inhibits bacteria growth for up to 90 days.

# Class Schedule 2021/22

## **Monday**

### *Studio A*

4:00-4:45	Contortion
4:45-5:45	Lyrical Int/Adv
5:45-6:45	Lyrical Beg/Adv
6:45-7:45	Ballet Adv
7:45-8:45	Contemporary (11+ & prior experience)

### *Studio B*

5:45-6:30	Musical Theatre 2
6:30-7:15	Hip Hop Beg/Adv
7:15-8:15	Acro 3 (Front Limber/Kickovers/Back Walkovers)

## **Tuesday**

### *Studio A*

10-11 am	Adult Yoga
11-11:45	Kids Yoga (Ages 3/6)
4:00-5:00	Ballet Int/Adv 2
5:00-6:00	Acro 6 (Back Tucks)
6:00-7:00	Cheer/Dance
7:00-8:00	Acro 4 (Back Handsprings)
8:00-8:45	Hip Hop Adv

### *Studio B*

4:00-5:00	Elite Combo (Ages 6/8 Ballet/Acro)
5:00-6:00	Lyrical Int
6:00-7:00	Elite Leaps/Turns and Tricks (2+ technical experience, double pirouette minimum, must have leap and side leap)
7:00-8:00	Jazz Int 2
8:00-8:45	Adult Sampler (Different style each week)

## **Wednesday**

### *Studio A*

3:15-4:00	After School Kids Yoga (Ages 7+)
4:30-5:15	KinderCombo (Acro/Hip Hop, Ages 4/5)
5:15-6:15	Elite Technique & Stretch (Competition Team)
6:15-7:15	Jazz Int/Adv
7:15-8:00	Tap Beg/Int Ages 8+
8:00-8:45	Adult Tap

### *Studio B*

4:15-5:15	Elite Combo (Ages 6/8 Ballet/Jazz)
5:15-6:15	Kinderdance (Ages 4/5)
6:15-7:15	Ballet Int 2
7:15-8:15	Jazz Adv

## **Thursday**

### *Studio A*

4:00-5:00	Kinderdance 2 (Ages 5/6)
5:00-6:00	Ballet Beg
6:00-7:00	Acro 5 (Round Off Back Handspring)
7:00-8:00	Acro 2 (Handstand Forward Roll, One Handed Cartwheel, Front limber)

### *Studio B*

4:00-4:45	Elite Tots (Ages 2.5/4)
4:45-5:30	Tiny Tots (Ages 2/3)
5:30-6:15	Musical Theatre 1
6:15-7:00	Hip Hop Int
7:00-8:00	Adult Ballet

**Friday**

*Studio A*

*Studio B*

4:15-5:00 Hip Hop Int/Adv  
 5:00-? Dance Team Practice Slot

4:00-5:00 Jazz Beg  
 5:00-5:45 Hip Hop Beg  
 5:45-6:45 Acro 1 (Forward Rolls, Cartwheels,  
 Hand Stands)  
 6:45-7:45 Acro 1 (Forward Rolls, Cartwheels,  
 Hand Stands)

**Saturday**

*Studio A*

*Studio B*

9:15-10:15 Kinderdance (Ages 4/5)  
 10:15-11:00 Elite Tots (Ages  
 2.5/4)  
 11:00-? Dance Team Practice Slot

9:30-10:15 Tiny Tots (Ages 2/3)  
 10:15-11:00 KinderCombo  
 (Acro/Hip Hop, Ages 4/5)  
 11:00-11:45 Tumbling Tots (Ages 4/5)

**\*Schedule is subject to change based upon registration\***

**CLASSES ENROLLED IN AND TUITION FEES:**

CLASS NAME	DAY/TIME	TUITION
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____
6. _____	_____	\$ _____

+\$25 Individual/\$40 Family Reg Fee

Total Tuition Due: \$ \_\_\_\_\_



## 2021/22 Calendar of Events

Date	Description	Notes
Monday September 13 <sup>th</sup>	Season Begins!	Welcome Back!
Tuesday November 23 <sup>rd</sup> - Sunday November 28 <sup>th</sup>	Thanksgiving Break	No Classes, Gobble Gobble!
Monday December 13 <sup>th</sup>	Costume Deposits Due (\$30 per costume)	Must be paid in order for Ms. Amanda to order costumes!
Wednesday December 22 <sup>nd</sup> - Sunday January 2 <sup>nd</sup>	Winter Break	No Classes, Have a Great Holiday and Happy New Year!
Saturday January 29 <sup>th</sup>	Costume Balance Due	Costumes do not go home unless fully paid and tuition is up to date.
Tuesday April 12 <sup>th</sup> - Wednesday April 20 <sup>th</sup>	Easter/Spring Break	Happy Easter!
Monday May 30 <sup>th</sup>	Memorial Day	No Classes
Saturday June 4 <sup>th</sup>	Picture Day	Classes Will Still Run!
Friday June 10 <sup>th</sup> /Saturday June 11 <sup>th</sup>	Dress Rehearsal/ Recital @Brook Arts Center	Location: Brook Arts Center 10 Hamilton St. Bound Brook



## DRESS CODE

Dance Wear is required for all classes. Students must wear comfortable form-fitting dance attire to display proper body alignment and allow for easy movement. No baggy t-shirts, baggy shorts, blue jeans, no jewelry or other inappropriate attire permitted. Hair must always be securely pulled away from the face.

- TINY TOTS- Comfortable attire, sneakers or bare feet.
- ELITE TOTS/KINDERDANCE (2)- Leotard, tights, skirts, dancewear, pink leather ballet shoes and black ribbon tie tap shoes. (Boys- black ballet shoes and black tie tap shoes).
- KINDERCOMBO- Tennis shoes and comfortable clothing. A hip-hop shoe will be selected for class as a part of recital costume.
- ELITE COMBOS- *Ballet/Jazz*: Leotard, tights, skirts, unitards, dancewear, pink leather ballet shoes and black jazz gore boots. (Boys- black ballet shoes and black jazz gore boots). *Ballet/Acro*: Leotard, if tights convertible, skirts, dancewear, pink leather ballet shoes. (Boys- black ballet shoes).
- BALLET - Leotard, tights, skirts, wraps, shorts over tights or tutus are allowed but we must always be able to see the knees and ankles. Pink ballet shoes NO DANCE PANTS! Hair slicked back. Ages 8+ hair in a bun.
- JAZZ - Any type of form-fitting appropriate dance wear such as jazz pants, shorts, leotards, sports bras or form-fitting t-shirt and black jazz gore shoes.
- TAP - Same attire as jazz with lace up black tap shoes.
- CONTEMPORARY- Form-fitting dance attire and turners.
- LYRICAL- Form-fitting dance attire and paws (lyrical beg/adv & int) or turners (lyrical int/adv).
- HIP-HOP - Tennis shoes and comfortable clothing. A hip-hop shoe will be selected for class as part of recital costume.
- ACRO – Comfortable attire, no baggy clothes, bare feet.
- MUSICAL THEATRE- Same as Jazz.

**\*It is always recommended to put your name in dance shoes\***

## Dance Registration Form



*\*For office use\**

**Dancer's Full Name:** \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age (as of Sept 2021): \_\_\_\_\_

Please list any medical concerns/conditions/allergies: \_\_\_\_\_

\_\_\_\_\_

Previous Dance Experience: \_\_\_\_\_

**Parent/Guardian**

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Cell Phone Number (\_\_\_\_) \_\_\_\_\_ Home Phone Number (\_\_\_\_) \_\_\_\_\_

Work Phone Number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

**Emergency Contact**

Name \_\_\_\_\_ Relation to Student \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

**How did you hear about Elite Dance Center?** \_\_\_\_\_

**CLASSES ENROLLED IN AND TUITION FEES:**

CLASS NAME	DAY/TIME	TUITION
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____
6. _____	_____	\$ _____
		+\$25/\$40 Reg Fee
Total Tuition Due: \$		_____

**FOR OFFICE USE ONLY:**

Paid by: Cash \_\_\_\_\_ Check Number \_\_\_\_\_



## ***Please Read/Sign and Return***

### **COMPLETION OF PROGRAM AND RECITAL**

I understand that students are encouraged to participate in the full dance season that runs from September to June and in the recital at the end of the year. A costume is required for recital and the first deposit is due December 13<sup>th</sup>, 2021. If you do not wish for your child to partake in recital you must notify Elite Dance Center in writing before December 1, 2021. Costume deposits are non-refundable. I also understand that I am purchasing a costume with the risk of circumstances due to Covid. As always, Ms. Amanda chooses affordable costumes.

Parent/Guardian Signature\_\_\_\_\_

### **MEDICAL RELEASE**

In the event you are unable to reach me, in the case of accident or injury, I give my permission for treatment as deemed necessary by staff or emergency personnel. I also release Elite Dance Center and its staff of liability in case of injury or accident incurred to:

Parent/Guardian Signature\_\_\_\_\_

### **STUDIO INFORMATION AND POLICIES**

I have read all studio information and policies including monthly fees, insurance, bad weather/holiday policies, attendance, practice wear, photo release and recital costume requirement. I've read and agree to new makeup policy as well. I fully understand and agree to abide by these policies.

Parent/Guardian Signature\_\_\_\_\_

## **COVID-19 RELEASE**

If we all work together, we can overcome the spread of this virus as well as other infectious diseases. We welcome you to Elite's 7<sup>th</sup> season! By signing below, you agree to comply with the written instructions in the above packet. You also affirm that you will not bring a child who is experiencing symptoms or is living with someone with Covid-19 or has come in contact/been exposed with someone with Covid-19.

\*I hereby understand/agree that Elite Dance Center and staff cannot be held liable for any exposure to the virus or any other contagion caused by misinformation on this form or the health history provided by each participant or staff member.

\*I also understand that circumstances may arrive due to Covid, such as virtual dance classes. In the event the studio needs to go virtual no refunds will be given.

\_\_\_\_\_  
Child's Printed Name

\_\_\_\_\_  
Parent's Printed Name

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date