

Studio Policies / Student Waiver & Release of Liability



General Policies

1. Information about studio closings, recital, announcements, etc. will be conveyed via email (please make sure the studio emails are not going to your spam folder.)
2. WVDA is not responsible for injuries or illness sustained in class, on premises, or at any related event.
3. Please put your name in all your belongings and do not leave valuables unattended, WVDA is not responsible for items lost, misplaced, or stolen.
4. WVDA reserves the right to make instructor substitutions without notice.
5. In the rare event the studio has to cancel classes we will schedule a makeup class or credit the affected accounts for the missed class, depending on the situation.

COVID-19 Policies for Attending In-Studio Classes

1. Masks are optional at this time, if this policy changes enrolled families will be notified by email. However a mask will be needed for any students displaying mild cold/flu symptoms (the same will apply to family members in the lobby,) with more severe symptoms the student should not attend class in person.
2. Use hand sanitizer when entering/exiting the lobby or dance studio.
3. Please do not bring any food into the studio, other than a water bottle.
4. If you cannot attend your in-studio class you have the option of attending virtually instead.

Tuition/Payment Policies

1. The Registration Fee is due annually upon enrollment (only exception – no registration fee during Summer Session.)
2. All lessons are paid for in advance. During the school year season tuition payments are due the 20th of each month (Aug-May) for classes Sept-Jun. All accounts are required to have a credit card on file for auto-pay – any accounts that are paid in full before the 20th of the month (by cash, check, or credit) will not be automatically billed if there is no outstanding balance.
3. Tuition is the same each month during the school year season. Tuition rates are based the full season's tuition divided into 10 equal monthly payments for your convenience. (Months are not prorated based on actual number of classes occurring in that month, some have 4 and some have more or less than 4.)
4. A late fee of \$15 will be added to any account that is not paid in full by the 1st of the month.
5. We accept CASH, CHECK, VISA, MASTERCARD, DISCOVER, and AMEX. There will be a \$25 returned check fee for any checks returned from the bank.
6. Tuition is non-refundable. There is no discount for missed classes, it is your responsibility to regularly attend the class you are signed up for.
7. If you need to unenroll from your class during the season for any reason please notify the office BEFORE the next autopay date (20th.) otherwise your account will be charged for the next tuition installment.
8. All accounts with West Valley Dance Academy have one primary account holder. This is the account holder that registers and signs the registration form. This account holder will be the one considered financially responsible for the account.
9. All arrangements for split payments must be made outside of West Valley Dance Academy.

Class and Studio Etiquette

1. Please observe and abide by the dress code.
2. Please abide by the "Studio Etiquette" guidelines as posted in the studio and lobby by being respectful of the staff, students, and others waiting in the lobby.
3. All students should remain in the studio once class has begun, **please use the restroom before class to avoid disruptions.**
4. Any student or parent displaying disrespectful or hurtful behavior toward a staff member or other student may be asked to leave the studio, either for the day or permanently, depending on the severity and number of offenses. Any classes already paid for will be forfeited by the customer; a refund will not be issued.

Absences, Make-ups, and Sickness/Injury Policies

1. Make-up classes can be scheduled within a reasonable amount of time (typically within 1 month of the date of absence.) It is always best for the student to attend their regularly scheduled class (as the makeup class may not be working on the same material as your child's class and therefore won't help them to catch up on what is missed.) But we understand that some absences may be unavoidable from time to time and therefore make-up classes are offered as a courtesy whenever possible, but they cannot be saved up and used in place of future tuition.
2. During class if a student complains of being ill or sustains an injury and cannot participate, the teacher will send them to the front desk and the parents will be notified.
3. If a student is sick - PLEASE DO NOT BRING THEM TO CLASS. Notify the front desk by phone or email that your child will be absent. If the teacher notices any persistent cold/flu symptoms in a student we will send the student home.
4. If only one student is in attendance for a regularly scheduled class (effectively a private lesson for that day,) that class may be shortened, at the teacher's discretion: regularly 45-60 minutes will be 30 minutes, regularly 75-90 minutes will be 45 minutes.

Photo & Media Release

In conjunction with my participation I give permission for West Valley Dance Academy to take and use photos and/or video of me or my child without remuneration in connection with studio publications, website, social media, and advertising. I understand that for the safety of our dancers and their families names will not be published or posted publicly. *Please let us know if you have additional questions about this policy or need to make special arrangements.

I hereby acknowledge that I have read and agree to the Studio Policies and Photo & Media Release. I further understand that there are specific risks associated with participating in classes and events with West Valley Dance Academy and I voluntarily assume these risks and agree to participate accordingly.

Student's Name: _____

Guardian's Name: _____

Guardian's Signature: _____ Date _____