

RULES AND POLICIES

2019-2020

Please Read in its entirety

****First day of Fall classes begins Saturday, September 7, 2019****

***Enrollment:** All students must enroll as full time students at Anointed Feet Dance School, to participate in our Annual Dance Concert.

***Tuition:** All students must pay tuition on time each month in order to be in good standing with the school. Tuition is due on the 1st of every month and is based on the number of classes dancers are enrolled in. A \$25 late fee will be applied to the student's account on the 4th of each month. Students whose account is not in good standing by the 10th of each month will not be allowed to take class until the account has been caught up.

***Fundraising:** AFD will conduct 2 major fundraisers throughout the season, to help with the cost of the Annual Dance Concert. All members must participate or pay the applicable fees.

***Registration Fees:** \$50 per student, per year and are NON-REFUNDABLE. This fee is payable upon registration (applies to new and returning students)

***Concert Ticket Commitment:** Each student will be given 1 month to sell 10 concert tickets for our Annual Dance Concert. Each student must provide a valid postdated check for the tickets at distribution or student will not be allowed to participate in the Annual Dance Concert. In the event that the check does not go through, the student will be pulled from the concert.

***Volunteer hours:** We ask that all parents help us here at AFD by providing at least 10 hours of your time volunteering.

***Concert:** A "Concert Fee" of \$200.00 per student is due February 16th. This fee covers the auditorium rental and other associated costs. (Students are provided the opportunity to fundraise with our Popcornopolis Fundraiser for this fee). This fee can not be made up in any other way.

***Costume/Garments Fees:** Concert costumes/garments are \$75 per dance each student is participating in. All fees will be due January 20.

- All concert costume fees are NON-REFUNDABLE, (even if a student is pulled from a dance by the Director, an instructor, or the parent.) A \$20 late fee per costume will be charged if payments are not received by the deadline. NO EXCEPTIONS.

If you are re-enrolling in the same season, after having dropped all classes from the studio, there will be a re-enrollment fee of \$50.

ALL FEES are NON-REFUNDABLE

Religious Instruction:

- 1) AFD students will be taught how to worship God, through choreographed and un-choreographed dance forms.
- 2) AFD students will be exposed to gospel, inspirational and uplifting music.
- 3) AFD students will study scripture from the Bible
- 4) AFD students will have lesson plans from Bible references.
- 5) AFD students (if not already) will be ministered salvation.
- 6) AFD students will learn to pray
- 7) AFD Instructors will pray over AFD students

Conduct:

- 1) AFD students are representatives of 1st God and 2nd of Anointed Feet Dance School. Students must abide by all policies of Anointed Feet Dance.
- 2) Every student must represent AFD with dignity and pride. Students will exhibit good conduct and set a God like example at all times. EX: on facebook, Twitter, snapchat, instgram, house party, during all outreach events, in classes, etc.
- 3) Students or their parents, may not act independently in making a decision involving or relating to rehearsals, fundraising, participation in events, or any activity as an AFD student without the consent of the Director.
- 4) Any student displaying a negative attitude so as to affect the attitude and ministry of other members will be talked to by the Director and disciplinary action will follow if deemed necessary.
- 5) All students should cooperate with supervising adults, should conduct themselves with dignity, be respectful to Directors, instructors, staff, team leaders, other dancers, other AFD students and refrain from using any inappropriate language.

Studio/Rehearsal Etiquette:

- 1) Students must be dressed and ready at the start of class/rehearsal.
- 2) Students must use the restroom before and after class.
- 3) If Students are late, they must wait by the door for permission to enter class. Students must not walk into class without the teacher's permission. Students will NOT be permitted into class if more than 15 minutes late.
- 4) Drop Off/Pick Up: Please drop your child off at least 5 min before class as all classes will begin promptly at their scheduled times. Please be timely in picking your child up promptly when class ends as we will end on time. We encourage parents to fellowship in our lobby area during class times.
- 5) When one class ends, another starts; teachers are not responsible for watching students once class has dismissed. Please instruct your child to wait inside the studio for their rides and to contact the office staff if their ride is late.
- 6) Students are NOT permitted to wait outside for rides.
- 7) Students can NOT drop classes without written notification being provided to the AFD Director. We encourage all students to complete the season you are currently enrolled in as you will not be permitted to rejoin a season multiple times. Please be sure to analyze the commitment level before registering for your classes.

- 8) Copyrights: AFD choreography is not to be used at non-AFD events without permission of the AFD Director.

Attendance:

- 1) Unexcused absences are not allowed during the season. Unexcused absences include social events, concerts, hair appointments and others at the Director's discretion. It is also considered unexcused if you do not contact the Director by phone prior to your absence.
- 2) Excused absences include personal illness, a death in the family, REQUIRED school activities. We ask that such absences are avoided when possible and will only be considered excused when a parent has notified the Director in a timely manner.
- 3) If unexcused or excused absences occur within one week of the Annual Concert, the Director reserves the right to not allow the dancer to participate in that event.
- 4) To participate in the Annual Dance Concert, the dancer must maintain 90% attendance to all classes. If the dancer does not have 90% attendance, the dancer will not be eligible to participate in the Annual Dance Concert.
- 5) If a student has missed more than 3 weeks of classes, the student will be dropped from the program and will be invited to register for the following season.

Communication:

- 1) All communication will be sent via email, text message, class announcements and bulletins at the front desk. Please check your email regularly and inform us if it has changed. Monthly newsletters will be provided throughout the year. All information is important and should be read thoroughly.
- 2) Each Division will be assigned a parent liaison. The parent liaison will be in charge of making sure each person in the group is reminded of upcoming dates, activities and fees. Parent liaisons messages are only to serve as a reminder.

Health and Wellness:

- 1) In order to keep your children safe and healthy we ask that you keep your child home if he/she is ill. Your child must be free from: fever, vomiting, or diarrhea at least 24 hours before returning to dance class. Also, do not send your child to dance class if they have a fever, green runny nose, rash, impetigo, persistent cough, diarrhea, pink eye, measles, mumps, chickenpox or hand mouth foot disease.

Injury:

- 1) Whenever a child is injured, a staff member will complete an injury report form. One copy is given to the parent and the other is kept in the child's file. The report will include the date, child's name, and the nature of the injury, cause of injury, first aid administered, and signature of the reporting staff member. If a child is injured and is in need of medical assistance, the parents will be notified immediately. In a life-threatening emergency, 911 will be contacted.

Medication:

- 1) AFD staff can NOT distribute or administer any student medication.
- 2) Parents must administer medication before or after class/rehearsal.

Birthdays:

- 1) We LOVE Birthdays at AFD!! And we will be sure to make your dancer feel special!
We will sing Happy Birthday to each student on their special day!
- 2) Food such as cakes, cupcakes, ice cream, candy, etc are not allowed in the studio.
- 3) Personal birthday celebrations before, after, or during class are NOT permitted.
- 4) Any outside birthday announcements or invitations must NOT be distributed at Anointed Feet Dance School.
- 5) The studio can be rented out at our hourly rate for Birthday celebrations, if needed.

Uniform/Dress Code:

- 1) All AFD students must wear BLACK or COLORED AFD leotards!!
- 2) Please see full descriptions and rules below
(DRESS CODE STRICTLY ENFORCED, NO EXCEPTIONS)