

FREE FORM DANCE ACADEMY

STUDIO POLICIES (Updated July 1, 2023)

STUDIO CODE of BEHAVIOR

- The lobby and waiting areas are “quiet areas” open to parents. Please keep the noise levels to a minimum at all times. Please keep these areas clean.
- **Parents/visitors are not permitted in the studio area during classes.**
- Students are asked to arrive on time for class. Please arrive no more than 10 minutes early to your scheduled class.
- Students must be respectful of their teachers and fellow students at all times. We are a supportive and cooperative studio, and all corrections and guidance by the teacher is done in the best interest of the dancer. We learn best from each other, and we work best together.
- All inappropriate or disruptive behaviors will be communicated to parents via the studio director Kelley Stroup.
- Dancers who have multiple classes in a row are permitted to bring snacks if needed. WATER should always be sent with the dancer!
- Cell phones are to remain in the waiting areas during classes. Please silence all cell phones.
- Please arrive on time to pick up your dancer. We have classes scheduled back to back, and it is not always possible to wait with a dancer without disrupting the next class.

DRESS CODE

- Please visit our studio [Dress Code Page](#) for a specific breakdown of requirements.

REGISTRATION

- A **\$15 annual registration fee** for each student will be applied to your account at the time of registration.
- All registrations must be completed using our Jackrabbit database. This is the

program you will use to track your enrollments, view your fees, and submit payments via credit card.

- New Student Registration: [Free Form Dance Academy Online Registration \(jackrabbitclass.com\)](http://jackrabbitclass.com)
- Returning Student Portal Login: [Free Form Dance Academy Parent Portal \(jackrabbitclass.com\)](http://jackrabbitclass.com)

TUITION FEES

- Tuition Fees are available to view on our studio website as well as in your Jackrabbit account.
- Tuition is automatically posted to your account on the **1st of each month**. Automatic processing will occur on the **15th of each month**.
 - What does this mean? Once you are registered, you do not need to submit any payments! We will automatically take care of it for you.
 - There is a copy of the fee schedule here: [TUITION and FEES - Free Form Dance Academy](#)
 - If you wish to pay for the entire season in full, please contact Kelley Stroup via email.
- All payments are non-refundable and non-transferable.

If you do not wish to autopay:

- You may choose to pay in the studio by CASH or CHECK prior to the Tuition Due date. Transactions will be posted to your Jackrabbit account the next business day.
 - There is a return check fee of \$25

COSTUMES

*Costume payments are completed in two payments (see due dates below) We cannot order a costume for your child unless your account is up to date. **Costume payments are non-refundable after Dec. 23, 2023.***

- **2023-2024 Pricing Estimates:**
 - **Mini/Grade K-1/Grade 2-3:** \$55-\$65 per costume
 - **Grade 4-5/Grade 6-8/Grade 9-12:** \$65-\$75 per costume
 - **Pointe and Competition Costumes will be priced individually.**

- **Payment Due Dates:**
 - 1st Payment (50% of costume total) will **POST to your Jackrabbit account on Oct. 1, 2023** and is **DUE by: Nov. 15, 2023**
 - 2nd Payment (50% of costume total) will **POST to your Jackrabbit account on Nov. 1, 2023** and is **DUE by: Dec. 15, 2023**

CLOSINGS and ATTENDANCE

- Attendance is extremely important for the advancement of a dancer and the success of choreography. That being said, please prevent the spread of illness by staying home if you are unwell.
 - Coming to watch class is encouraged if you are feeling well enough to attend (for example, if you have an injury that prevents you from dancing but are not sick)
- Snow/Other Inclement Weather
 - The studio will decide on snow or any other type of inclement weather by 12pm on that day of classes. You will be notified via email, so please check before attending classes!
 - Makeup classes will be offered in the event of weather cancellations. Each class will be notified when a makeup class will be offered.

STUDIO CALENDAR

Please see our studio calendar for all scheduled closures and breaks

[SEASON CALENDAR - Free Form Dance Academy](#)

ABSENCES and COMMUNICATION

Please use email as a primary contact method for FFDA

If you need to communicate directly with studio owner Kelley Stroup, please email khudson0915@gmail.com

- We do our best to email responses to parent emails on the same day they are received. If classes have begun for the day, you may receive a response the next business day.
- Our studio and your dancer are our passion, and we will always work with

you to navigate any issues. We are 100% committed to our dance community and will address any questions and concerns with cooperation and respect. Please show us the same in return, and be kind when communicating via email.

ANNUAL PERFORMANCE and REHEARSAL

Our rehearsal and annual performance is pre-booked at Monty Tech for May 24 and 25, 2024. These dates are subject to change based on MT availability,

Our annual performance is typically held the last weekend in May and dates are determined by Monty Tech based on their graduation/events schedule. Updates will be emailed to the email account on file with Jackrabbit and posted to our social media accounts as they become available. Participation is encouraged but not mandatory. You must notify the studio by Nov. 1, 2023 if you will NOT be participating in the performance.

- Ticket pricing for our performances will be released Spring 2024