

# ELITE DANCE ACADEMY STUDIO POLICIES

We at Elite Dance Academy take pride in providing a comfortable, safe, family atmosphere for our Elite families in and out of the classroom. In order to provide these comforts and conveniences we ask that you please observe the following studio policies.

- Please enter and exit through the front doors ONLY. Back doors are for emergency use only.
- Use of cell phones or any technical devices are not permitted in the classrooms or in the locker room at any time.
- Parents are welcome to observe classes through viewing windows only. Please do not delay the instructors for private conversations during class time. Please see the front office to leave a message for a director or instructor to contact you.
- No food or gum chewing is permitted in the classrooms. Students may bring labeled water bottles only into classrooms. Please remind them to take them with them when class is over.
- Please consume food and snacks in the cafe. Children under 12 need adult supervision to use the microwave. Please clean up after yourself so that all may enjoy the facilities.
- Our Lobbies, Cafe, Study Hall and Locker rooms are provided for our students and families comfort and convenience. We ask that all would remember to be courteous to everyone by being responsible for their own belongings, and pick up after themselves. Please respect the furnishings and studio facilities - no standing or climbing on couches and chairs, dispose of trash etc, For safety reasons, please do not permit young children to stand on chairs to view classes.
- No students or parents permitted in Teacher's Lounge, all store rooms and offices.
- The fridge is provided for dancers to store a snack or meal for the current day. Please do not leave anything in the fridge overnight. Items left will be disposed of.
- Water and snacks are sold on the honor system for \$1.00 each. Please pay when taking them.
- Please label your child's belongings..including shoes, dance bags, clothing etc. Any shoes, clothes or other items left behind will be put in the lost and found located at the end of the hall past the locker room. Items not claimed will periodically be donated.
- Elite Dance Academy will not be responsible for any lost or stolen items. Please leave valuables at home.
- Lockers are available for a yearly rental fee. Please see the front office for information on lockers.
- Please supervise all siblings and children not in classes. Siblings are not permitted in the locker room.
- Please keep the toy corner tidy. Please return toys to their proper place when finished and keep the center walkway clear of toys and small children.
- No Video Recording of classes is permitted unless you have obtained permission from the instructor prior to class.
- Most communication from the studio will be through e-mail. We would ask that you please be sure we have your current email on file and ask that you please read any emails coming from Elite to stay up to date and current on all things studio related. Also, you can check bulletin boards and website for updates.
- Elite Dance Academy extends fair and equitable treatment to all of our customers.
- Elite Dance Academy reserves the right to refuse service to anyone.