

North Star Academy of Dance

6031 N. 16th Street, Ste 2 Phoenix, AZ 85016

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Website: www.northstaracademyofdance.com



GENERAL POLICIES

1. **BILLING POLICY:** Auto-Payments will be processed by the 28th of each month for the upcoming month. If you are going to be dropping enrollment, please notify North Star prior to the 28th of the month to avoid tuition being billed. **All families are required to enroll in AUTO-PAY.**
2. **Parents need to call the studio at (602) 909-7073 to notify us of any absence or lateness.**
3. Face coverings are MANDATORY for all dancers, family members & teachers when inside the studio.
4. North Star will still continue to follow recommended CDC guidelines. Contact areas will continued to be sanitized through the day and hand sanitizer will be available in lobby and dance rooms.
5. If a student is not feeling well, especially if running a fever, they should stay home from dance. Teachers will use best judgment, if it is necessary to call parents to pick-up dancer, if they are not feeling well.
6. If you are observing a quarantine period and the dancer will be absent, **please notify the studio.**
7. NO FOOD is allowed in the studio. Only water bottles can be brought inside the studio and stored in the student cubby areas. Dance bags/phones/shoes should be stored in the Dancer's Den.
8. Students are expected to be ready for their classes. This means a student is expected to arrive early dressed and with hair ready before entering dance class. Students need to adhere to dress codes.
9. Students arriving late are not permitted to walk into an ongoing class. Late students should ask the teacher for permission to join a class that has already started by waiting just inside the classroom door.
10. Teachers should be addressed with respect. (i.e. Ms. Karen, Ms. Jill) unless otherwise instructed by the individual teacher. This is to help the students maintain a more professional demeanor.
11. Students may not sit down during class unless instructed to do so by their teacher.
12. Students may not leave the classroom without the teacher's permission. This is for their safety.
13. No excessive conversations should take place during class. This can be disruptive to fellow classmates on the floor. We can all learn by observing others.
14. NO teasing, bullying or making fun of other dancers. There is zero tolerance for this & parents will be notified if this occurs. All dancers should be respectful of each other and strive to make new students feel welcome!
15. Be respectful of yourself and others. Kindness goes far. No foul language will be tolerated.
16. Parents: If you need to remove your child early from class, please inform the teacher prior to class.
17. Observation is permitted from the seating area in the lobby.
18. Parents: Please be prompt in picking up your children at the end of class. If they must wait, please notify the front desk and have your child prepared ahead of time with some work to keep them occupied. The studio will not stay open more than 10 minutes after the last class of the evening.
19. NO Cell Phones. Cell phones are a distraction for the dancers and should be turned off.
20. A 30-day notice is required to drop a class or withdraw from the studio. If tuition payment has already been processed for the month, there are NO REFUNDS.