

*footlights*  
**DANCE**  
*studio*

Parent/Student  
Handbook  
Policy and Procedures



We are so glad you chose Footlights Dance Studio and want your dance experience to be the best! To help with that experience, we are including a few tips and guidelines to follow at the studio and in class. If you have questions, please feel free to call or stop by the front office or ask any teacher/staff member.

We follow the LISD calendar for most major holidays/breaks. Several Monday holidays are on the school calendar, and Footlights will not close on those days. Those days are marked on our calendar online, and we will email/post reminders.

If you move or your email changes, please notify the studio to ensure emails and notices are sent to the correct address. Please check the bulletin boards in the studio for important reminders and information.

Our full dance season begins in August and continues through May/the first of June! Recital dates are announced every year as soon as the venue confirms our date. We will post and announce our recital date by October/November each year. Recitals and performing is an important part of dance, so our dance season runs through recital. We do have Summer sessions and camps that are announced each year in the Spring.



Please be on time for class. We begin class warming up, an essential part of dance training and technique. It also protects from injuries, so please try to arrive on time.

Please wear your hair up and out of the face. This is so teachers can observe the neckline of the dancer, and it helps the student to have hair pulled back when learning how to spot and in turns. Ballet students should wear their hair in a bun and other classes in a ponytail.

No jewelry in class.

Please, no food and drink in the studio; students may and are encouraged to bring a water bottle in their dance bag.

No gum in class.

Please, no street shoes on the dance floors, and do not wear your dance shoes outside of the studio. Change into dance shoes before class begins.

Please WRITE YOUR NAME on all dance bags, shoes, etc. It's easy to mix up shoes, and labeling them gets them back in the right place and to the right student.

Students should only enter the dance rooms once an instructor arrives.

Please have your student visit the restroom before class...even if they don't need to at that moment, especially little ones, though we know there will still be bathroom breaks!



Registration fee and the first month of tuition are due at the time of enrollment and is non-refundable.

Tuition is due on the 1st of each month.

Costume fees are due in November, and Recital fees are due in February. Costume and recital fees are non-refundable. (see tuition and fees for cost)

If tuition is not paid each month by the 6th, the account will be charged a \$25 late fee, and your card on file will be automatically charged.

Tuition is to be paid in full during holiday months as rates are based on a 4-week month. Some months are longer, and the additional classes make up the holidays.

There is no price reduction for missed lessons. There are no discounts or reimbursements for classes missed due to vacation or school functions.

If your student discontinues class, Footlights Dance Studio must be informed in writing via email before the billing cycle. A cancellation fee of \$35 per class will be automatically charged. You must complete a form; please request at the front desk.

No refunds, pro-rating, credits, or tuition transfers will be applied for missed classes or mid-month withdrawals.

Monthly statements are not sent unless requested.



Recital date will be posted during the fall. Participating in the recital is not required, though performance is integral to dance training, and we encourage everyone to participate.

Footlights Dance Studio will use photos taken during performances and in class for advertising, website, and social media. PLEASE notify the studio directors if your child's image cannot be used.

WEATHER CLOSURES - each class is scheduled for one weather closure. If/when closures increase to two, a makeup class will be scheduled/offered. For example, if we are closed one week due to weather, there will be no makeup classes as classes would have only been missed once. We will notify families of the makeup schedule if an additional weather event occurs.

In dance, as in any physical activity, there is an inherent risk of injury.

By acknowledging this document, the parent or legal guardian acknowledges that the risk of injury and spread of illness is possible in the student's dance class and will not hold Footlights Dance Studio or Footlights Performing Arts, LLC responsible for any such injury.

Furthermore, the parent/legal guardian should inform the instructor and studio director of any past injuries or medical conditions that could affect the student in the class.

\*these policies and procedures must be signed electronically in your account in DanceWorks





## DRESS CODE

### Combo classes (ages 2 – 7):

- Solid color leotard with skirt attached for younger students. Small dance skirts are okay for older combo students.
- Pink tights
- Black tap shoes w/elastic or snaps, please no ties.
- Pink ballet shoes with elastic across the ankle and trimmed or tied elastic lace. Teachers will trim ballet shoe laces the first week of class.
- Bring both pairs of dance shoes into class.
- Hair secured, in a bun or ponytail.
- Boys wear black jazz pants and t-shirt with black tap shoes and black ballet shoes.

### Ballet/Pointe classes, students 7 and up:

- Solid color leotard.
- Pink or tan tights. Please no leggings.
- Pink split-soled ballet shoes / pointe shoes approved by instructor
- Hair in bun.
- Boys wear black jazz pants and t-shirt with black ballet shoes.

### Tap/Jazz/Modern/Contemporary and Drill Team:

- Leotard or dance tops that meet the pants (no belly baring tops, please). It is recommended to have at least one black leotard.
- Jazz pants, yoga pants, or tights. (longer shorts ok w/tights – no bare legs)
- Dance shorts, fitted tanks/tops okay over leotard
- Black tap or jazz shoes. Lyrical shoes for contemporary and bare feet or socks for modern.
- Hair secured/not swinging.
- Boys wear black jazz pants and t-shirt.



## Hip Hop classes:

- Jazz/yoga pants, loose dance pants, sweat pants all okay
- Leotard or dance tops should meet the pants (no belly baring tops, please)
- Tee shirts ok for hip hop
- Hair back out of face. Ponytails, space buns, all okay.
- No jeans.
- Converse (high or low top), tennis shoes (high or low top) are all okay for hip hop. **Please use shoes that are dedicated for studio use only. Please do not wear shoes that you wear outside.**

## Musical Theater classes:

- Attire appropriate for another dance class that you may have
- Attire in which you can move freely
- Hair pulled back and out of face.
- Black jazz shoes for class.
- Boys wear joggers/jazz pants and t-shirt.

Please feel free to reach out to us with any additional questions at [info@footlightsdancestudio.net](mailto:info@footlightsdancestudio.net)

You can also visit our website at [footlightsdancestudio.net](http://footlightsdancestudio.net)

Please follow us on social media, and read our newsletters and texts to have the most up-to-date studio information!

