

General Studio Policies

Enrollment: Enrollment in our school year season classes includes participation in our Spring Dance Concert. In addition to registration and monthly tuition fees, this will also include additional mandatory fees for costumes, tickets, and other performance/activity fees which may be paid for by participating in our SSDC fundraisers.

Lateness and Missed Classes: Any dancer who is more than 10 minutes late to class may not be allowed to participate at the instructor's discretion. Missed classes may be made up in another class of the same level with the director's permission. Tuition will not be reimbursed or pro-rated for missed classes.

Winter/Spring Season: Spring Concert dances are taught to our Level 4-6 dancers in January, February, and early March. Dances are "cleaned" (perfected for the stage) in April and May. Attendance during these times is important. Students who miss frequent classes during this time due to conflicts with school musicals, Hempfield Dance Theatre or other extracurricular activities will be expected to learn any missed choreography on their own time from the videos posted on our SSDC Dropbox. Dancers who do not meet this requirement may be removed from all or part of their class's choreography at the discretion of the instructor.

Studio Closings: Classes that are canceled due to inclement weather will be rescheduled later in the season closer to our Spring Concert or offered virtually via Zoom. Any closings will be reported on WGAL.com, SSDC's Facebook and Instagram, and on our outgoing voicemail message. Closings will be reported by no later than 3pm for afternoon/evening classes and 8am for morning classes.

Work-to-Dance Program and Parent Volunteers: Any parent who would like to be considered for SSDC's Work-to-Dance program should contact the studio director. All Work-to-Dance parents and Spring Concert Volunteers must have their updated clearances (federal, state police, and Compass), and SSDC must retain a copy of these clearances on file.

Email: Email contact is essential in order for parents to receive all important studio information. Changes to email must be submitted to our studio director and made on our parent portal.

Drop Off/Pick Up: SSDC will open 15 minutes before the first scheduled class of the day. Students may be dropped off no more than 10 minutes before the start of their scheduled class time. Students must be picked up on time.

Parking: Parents may park anywhere in the lot EXCEPT for the four spots directly in front of the big house to the left of the entrance. You may also park in the gravel by the fence that runs parallel to the street. Otherwise please park only within the designated spots. If no parking is available, you may drop your dancer off and park across the street at Trio.

Adding or Dropping Classes: All added or dropped classes must be submitted to the studio director in writing AND on the parent portal. Tuition invoices will not be modified and will continue to accrue balances until written notice is given. Dropped classes after 12/1 will incur a \$50 per class fee.

Dress Code: Proper dance attire is required at SSDC. Dancers who are not in compliance with our dress code will not be allowed to participate in class. If a dancer is financially unable to afford the proper dance clothes, the parent should contact the director for assistance.

Prerequisites: Silver Spring Dance reserves the right to have prerequisites and instructor permission requirements in place for certain classes and levels.

In-Class Behavior: Frequent classroom disruptions may signify that a child is not ready for dance class or enjoying class. These issues will be discussed with parents and may result in removal from the class or placement in a different level.

Bullying/Harassment: SSDC has a zero-tolerance policy regarding any type of bullying or harassment, including but not limited to physical violence, threats of physical violence, cyber bullying, verbal harassment, and sexual harassment. Incidents of bullying or harassment must be brought to the director immediately. All incidents will be documented and reviewed by the Board of Directors. Students, parents, or staff found to be engaging in these behaviors will be dismissed from SSDC.

Non-discrimination policy: Silver Spring Dance does not discriminate on the basis of race, color, religion/creed, gender, gender identity/expression, national origin/ancestry, disability, marital status, sexual orientation, or military status in any of its activities or operations. Silver Spring Dance is an equal opportunity employer.