

En Fuego Ballet, LLC Policies and Procedures

Registration Fee. Tuition is to be paid in full, for the entire 3 month term, prior to the first class. Class space is not held and registration is not complete until this fee has been paid. We accept Cash, Check, and Credit Cards. No refunds are given. If a personal or family event occurs which hinders participation, a freeze can be placed on your account upon individual and personal agreement with the owner.

Private Lessons Private lessons are scheduled at the discretion of the owner/ guest instructor. The rates are as follows: \$20.00 for 30 minutes and \$40.00 for 1 hour. If you schedule a private lesson with a guest instructor, there will be a studio rental fee of \$15.00/hour paid to En Fuego Ballet, LLC, and the instructor will determine their hourly rate and receive payment directly.

Make Up Classes No refund or credit is given for missed classes. Please refer to the above for extenuating circumstances.

Students enrolled at En Fuego Ballet, LLC are expected to attend classes regularly and supplement with outside practice time. Because so much depends on muscle memory, it is crucial that students make every attempt to attend regularly.

If a class cancellation, En Fuego Ballet will schedule a make up day on an "off" weekend.

Inclement Weather In cases of inclement weather, En Fuego Ballet, LLC will send closures via text, when possible. General rule being: If public schools are closed, we will be as well. Classes cancelled due to inclement weather will be rescheduled as soon as possible.

Placement and Observation Ballet is a discipline that takes years of training and dedication. Each stage is specific to the child's mental and physical abilities. Promotions on to the next level are made at the discretion of the instructor(s), but parents are always welcome to discuss and share any thoughts or concerns regarding their child's progress.

We offer parents the opportunity to observe a class once a semester.

Especially in the case of younger students, parents are asked to refrain from observing classes, as many young and new students are easily distracted with the music, mirrors, and fellow students; parents "peeking" in creates a distraction that is very difficult to neutralize. This is common practice, but if your child has anxiety that needs to be addressed, once again, please feel free to speak with the owner on an individual basis, as arrangements can be made to ease a nervous child into a new activity. We are a family and communication is very important. We want every child to love the experience.

Dress Code Strict dress code for all children's ballet classes. Enforcing a dress code on younger children (Pre-Ballet) is not always practical. We understand younger children will most

likely have their heart set on a specific “costume” or already have an attachment to a favorite article of clothing, the dress code is not enforceable for pre-ballet. In fact, we encourage any attire that the child feels happy dancing in, provided it is not dangerous to run or jump in.

Dress code for all other children:

BOYS

White fitted t-shirt

Black Leggings (or fitted sweats, dance shorts. Cannot be loose; the instructor must be able to clearly see the outline of the knee, ankle, and hips.)

White socks

Black ballet shoe

TAP: Black Tap Shoes

GIRLS

Black leotard

Pink footed tights

Pink ballet slippers

TAP: Black Tap Shoes

*we will have special days when children can dress up in their favorite tutu, etc.

General Policies

- 1) Students arrive on time and are prepared to warm up when class begins. Students are not permitted to walk onto the dance floor if a class is already in progress. If a student walks in while class is already in progress, depending on the circumstances, the student may be asked to observe for the day, as missing warm ups and stretching could lead to injury.
- 2) Students should address each other and their instructor with respect.
- 3) Students are not permitted to sit on the floor unless instructed to do so.
- 4) No excessive conversations should take place during instruction.
- 5) Parents, please drop-off and pick-up children in a timely fashion. If something happens and you know you will be late: just text (920) 542-8200. We will be happy to help.

6)* Communication is vital. Ballet is fun, elegant, and extremely challenging; it will be normal to see a child fear a new environment, even as they truly desire to attend. If there are any questions or concerns or as a parent, you want additional information or reassurance on any matter, you are advised to speak with the owner as soon (at 920.542.8200) as possible to avoid any unnecessary doubts or discomfort. This is meant to be an uplifting experience for all involved. Although challenging, Ballet is an art and should be enjoyed. It is the goal of En Fuego Ballet, LLC to bring the joy and art of dance to our community.