



Policies & Procedures

Thank you for choosing La Danse Académie for your child's dance education. LDA is a family-oriented studio dedicated to the individual development of each dancer. With a warm and welcoming learning environment, La Danse Académie educates well-rounded dancers who excel in the studio, on stage, and beyond!

Our Policies & Procedures are in place to ensure that La Danse Académie can provide quality dance education to your child. We look forward to having a wonderful year together!

Important Studio Dates

Event	Date
First Day of Classes	Wednesday, September 6
Closed for Halloween	Tuesday, October 31
Costume Payments Due	Wednesday, November 1
Closed for Fall Break	Wed, November 22 – Sat, November 25
Closed for Winter Break	Monday, December 18 – Saturday, January 6
Closed for Spring Break	Monday, March 25 – Saturday, March 31
Closed for Memorial Day	Monday, May 27

Tuition Due Dates

Tuition Payment	Due Date	Auto Pay Ran	Late Fees Added
Registration Fee + 1 st Tuition	Upon Registration		
2 nd Tuition	October 18	October 24	October 31
3 rd Tuition	December 4	December 9	December 16
4 th Tuition	February 5	February 10	February 17
5 th Tuition	March 18	March 23	March 30
6 th Tuition	May 6	May 11	May 18

Tuition & Payments

When enrolling at La Danse Académie, you are enrolling for the entire school year which begins in September and culminates in June. Please notify us if you do not intend to fulfill the school year commitment.

Six tuition payments are due throughout the school year. The account holder for each student has a financial obligation for the services and products they receive from La Danse Académie. Payments are to be made at registration and the first week of every semester. If payment is not made before the first class of the year, your child's position in class will not be held and may be moved to a waitlist.

Tuition prices are calculated by the total number of hours a family takes per week. Payments are due at the beginning of each semester. There are 6 tuition payments in a full school year. Tuition payments cover the cost of class instruction. Additional fees throughout the year include registration fee, costume payments, performance fees, dress code attire, shoes, tights, and performance tickets.

Payments can be made in the form of cash, credit or debit card, check, auto-debit or money order made out to La Danse Académie. Please write the student's name in the memo portion of the check to ensure credit to the proper account. No postdated checks will be accepted. All accounts must have a credit card on file. If your tuition payment is not paid within the tuition payment due dates, a \$10 late fee will be added and the credit card on file will be automatically charged for both tuition and the late fee.

Declined cards due to expiration date or insufficient funds will be charged the \$10 late fee if not paid within the tuition payment dates. Checks returned to the studio due to NSF or ACCOUNT CLOSED will have a \$30 bank charge added to their account. If the studio receives NSF or ACCOUNT CLOSED receipts on your account, all further payments are required to be paid in cash, money order, credit card, debit card, or cashier's check. If accounts at the end of the year are outstanding, the studio reserves the right to ask for payment in cash, money order or cashier's check, and to hold all costumes and recital tickets until account balance is paid in full.

Refunds

You are holding a very valuable spot in our classes. There are no refunds available for tuition paid. Credits may be available for injured dancers. Please speak with one of the owners if you have a specific situation. No credit will be given for a class that your child was absent for. No credit will be given for studio closings due to extreme weather conditions.

Performances

Since dance is a performing art, performing is an important part of the training process as students learn about theatre, rehearsal, perfecting a dance, and showcasing their skills. This is a wonderful way for dancers to display the results of their hard work, and for family and friends to join in their pride of achievement. Performance registration is optional and is separate from class enrollment. Performance fees are in addition to class tuition and include costume payments, performance fee, and audience tickets. Full details regarding performance dates, costumes, costs, and registration will be distributed later in the season.

Studio Closings

If in-studio classes are cancelled due to inclement weather, pandemic, or other act of God, we will post on BAND and Facebook to notify you. La Danse Académie does not close for school improvement days, institutes, conferences, Columbus Day, President's Day, etc. Please see our calendar for dates that the studio will be closed.

Insurance

La Danse Académie's insurance does not include medical insurance for its students. It is required that all dance students be covered by their own family policies. If injury occurs, it is understood that the students' own policy is your only source of reimbursement.

Communication

La Danse Académie employs the following means of communication to keep you up to date on what is happening at the studio. Please make sure you are utilizing all methods of communication to stay informed.

- BAND – This is our main way of communication. All families are encouraged to use the BAND app. You will receive email invites to join LDA Studio Updates + a BAND page for each class your family is enrolled.
- Communications and newsletters are sent through email and printed copies are available on the studio bulletin board

Studio Representation

Please remember that LDA dancers and family members are ambassadors and representatives of La Danse Académie at the studio, at performances and events, and on social media. All dancers and family members are expected to act in a professional manner including attitude, behavior, and language at the studio, on social media and at all events.

Dancers who plan to attend summer camps and/or classes are considered actively enrolled students of La Danse Académie until August 1st of that calendar year. If a dancer wishes to attain further training or instruction, please speak with the owner about dance education outside of the studio walls. If the dancer wishes to train privately, please inform the studio of your enrollment of other classes to ensure that the studio is maintaining its code of ethics through its membership to Chicago National Association of Dance Masters and Southern Association of Dance Masters.

Attendance

Regular attendance is necessary for proper progress. Dancers are expected to report to class on time, ready for class. This includes having all hair pulled back and proper attire for the body and feet. Dancers in Pointe must have their toes taped and their shoes tied before class begins unless the teacher says differently. If a student is continuously late for class, or they do not arrive ready for class, they may be asked to sit out. Dancers who miss the warm-up at the beginning of class are not prepared to dance and are at a higher risk for injury.

Parents/guardians are required to notify the studio in advance of a dancer's absence, late arrival, or early dismissal. Absences reported by students are not accepted. There may be a private lesson fee associated with excessive absences to help a dancer prepare for participation in performances, which is determined at the discretion of La Danse Académie. Dancers who are not prepared for performances due to excessive absences may be removed from that performance.

Private Lessons

Current La Danse Académie students may schedule private lessons with a teacher to work on specific skills or choreography in preparation for shows, auditions, or recital. Private lessons may also be required for dancers who have missed excessive amounts of classes and need extra rehearsal time. Private lesson payment is to be paid to the office at the time of the lesson.
30-minute private lesson = \$30

Drop-Off & Pick-Up

La Danse Académie maintains a closed-door policy for classes and camps to ensure that dancers are focused on the fun and learning that takes place within the classroom. This helps prepare little ones for a structured school environment away from their parent or caregiver. Guardians are welcome to stay nearby in the lobby or you can drop-off and utilize your free time. Please try to drop-off and pick-up your dancer in a timely manner before and after their dance classes. If La Danse Académie staff must monitor your child beyond 15 minutes prior and 15 minutes after class, you will be charged a \$10 watch fee. We understand that things happen, so please contact the studio if there is a situation.

Dress Code

Correct classroom attire not only allows teachers an unobstructed view of correct alignment and muscle use, it is also part of the discipline of dance. All dancers are required to follow the dress codes put in place by La Danse Académie in order to participate in classes. Dress code attire can be bought at the studio or through our online store at shopnimbly.com/ladanseacademie. Thank you for your cooperation on our dress code policies to make sure your dancer looks good and feels good in class!

All Dancers:

- All dancers must be covered from shoulder to mid-thigh, and no exposed midriff is allowed
- Cover-ups including leggings, shorts, skirts, or sweaters must be black

Core: Ballet + Tap + Jazz

- Option 1: Black dance dress with pink or skin tone tights (only 2nd grade and younger)
- Option 2: Black leotard with pink or skin tone tights
- Option 3: Black top with black athletic shorts or pants

Electives: Hip Hop + Contemporary + Accelerated Tap + Pointe + Company

- Option 1: Any color dance dress with pink or skin tone tights (only 2nd grade and younger)
- Option 2: Any color leotard with pink or skin tone tights
- Option 3: Any color top with black athletic shorts or pants

Hair

For safety, hair must be secured away from the face in a bun or tight braid. Short hair and bangs should be pushed back with bobby pins or a headband. Hair must be secured prior to the start of class. Loose hair can be a safety hazard to the eyes while dancing.

Shoes

All dance shoes must be sized and ordered through La Danse Académie. Shoes purchased elsewhere can damage the dancefloor.

Discard Policy

The studio reserves the right to cancel enrollment of a student or family for any of the following reasons:

- Non-payment or excessive late payments of fees.
- Not observing the rules and policies of the studio.
- Student has needs that we cannot adequately meet with our current staffing.
- Physical and/or verbal abuse or bullying of staff or children by an adult or child.
- Updated 7.16.23. Policies are subject to change.

Family Class Hours	Tuition Payment Due Every 6 Weeks	Savings
45 minutes	\$81.00	
1 hour	\$90.00	
1 hour 15 minutes	\$112.50	
1 hour 30 minutes	\$135.00	
1 hour 45 minutes	\$157.50	
2 hours	\$180.00	
2 hours 15 minutes	\$202.50	
2 hours 30 minutes	\$225.00	
2 hours 45 minutes	\$247.50	
3 hours	\$270.00	
3 hours 15 minutes	\$292.50	
3 hours 30 minutes	\$315.00	
3 hours 45 minutes	\$337.50	
4 hours	\$338.50	6%
4 hours 15 minutes	\$359.50	6%
4 hours 30 minutes	\$380.50	6%
4 hours 45 minutes	\$401.75	6%
5 hours	\$414.00	8%
5 hours 15 minutes	\$434.50	8%
5 hours 30 minutes	\$455.25	8%
5 hours 45 minutes	\$476.00	8%
6 hours	\$486.00	10%
6 hours 15 minutes	\$506.25	10%
6 hours 30 minutes	\$526.50	10%
6 hours 45 minutes	\$546.75	10%
7 hours	\$554.25	12%
7 hours 15 minutes	\$574.00	12%
7 hours 30 minutes	\$594.00	12%
7 hours 45 minutes	\$613.75	12%
8 hours	\$619.00	14%
8 hours 15 minutes	\$638.50	14%
8 hours 30 minutes	\$657.75	14%
8 hours 45 minutes	\$677.25	14%
9 hours+ Family Unlimited	\$680.00	16% +

Number of Dancers Enrolled per Family	Annual Registration Fee
1 Dancer	\$50
2 Dancers	\$60
3 Dancers	\$70
4 Dancers+	\$80