

# Williston School of Dance

Welcome to the Williston School of Dance. As we embark on our 46th year of professional dance instruction, we invite you to read over our policies and procedures to give your child the best possible dance experience.

## **Policies and Procedures 2022-2023**

### **Registration**

There is a yearly registration fee of \$50.00 for the first student and \$45.00 for each additional student (sibling) in the family. The registration fee covers the student's t-shirt and administrative fees for the year.

### **Tuition Rates**

**30-minute classes: \$30.00 per month**

**45-minute classes: \$35.00 per month**

**60-minute classes: \$40.00 per month**

**\*\*There is a \$5 multiple class discount per month. Enroll a student at regular price for their first class and that same dancer receives \$5 off monthly tuition for each additional class.**

### **PAYMENTS**

All payments are due on the 1st of every month and are delinquent as of the 10th of every month. There will be a \$5 late fee assessed if payment is not received by the 10th. There are no exceptions to this policy. We are a non-profit organization and depend on your timely payments to meet our operating expenses. If tuition payments become over one month delinquent, the School of Dance will drop the student from the school roster until tuition is made current.

### **MAILING ADDRESS FOR PAYMENTS:**

Williston School of Dance  
PO Box 416  
Williston, Florida 32696

### **PAYMENT DROP BOX:**

For your convenience there is a payment drop box at the studio. Please place your payment in an envelope and be sure your child's name is clearly written on the envelope.

### **CREDIT CARD PAYMENT:**

Monthly billing is available via our online payment processor SQUARE for a \$2/month convenience fee. If you would like to be billed monthly, or would like to pay once via credit card, please let our Treasurer know at moniqueallnutt@hotmail.com

### **\*\*\*DO NOT GIVE PAYMENTS TO INSTRUCTORS\*\*\***

We accept checks or money orders. Please include your child's name on the check or money order, so that it is properly credited. If your check is returned due to insufficient funds, you will be required to pay by money order or cashier's check going forward. You will be responsible for any financial institution returned check fees. The School of Dance reserves the right to refuse enrollment or dismiss any student for reasons including, but not limited to, negligent payment history, as determined by the School of Dance.

### **Recital Costume Fees**

All students perform in the annual stage recital and wear specifically ordered costumes. There is a \$60.00 per class costume fee. This fee is due no later than December's tuition payment date. Costumes will be ordered for all paid students unless we are instructed not to order by December 10th.

### **Late Enrollment**

The Williston School of Dance welcomes dancers to register throughout the fall semester. Enrollment is closed on December 31<sup>st</sup> to prepare for recital. Exceptions may be made by instructors/staff on a case-by-case basis.

### **Withdrawal**

Absences do not constitute a withdrawal. To withdraw from classes, you must send a written withdrawal notice to the treasurer, Monique Allnut: [moniqueallnut@hotmail.com](mailto:moniqueallnut@hotmail.com). If a written withdrawal notice is not given you will still be responsible for tuition fees and will be required to pay those fees before enrolling again at the studio.

### **Drop-Off and Pick Up at the School of Dance**

All students enter and exit from the side door. For your child's safety, parents must come to the door to drop off and pick up their child. It is not safe to drop your child off on the road. Students must be dropped off and picked up in a timely manner. Late students have missed a proper warm up for their class and may be asked to observe the class. Students must be picked up promptly from their classes, we are not responsible for supervision of students before or after their classes.

After the last class of the day, the teacher will wait five minutes. After five minutes a fee of \$1 per minute will be assessed until parent or guardian arrives for pick up. If a parent is continually late, the student will be withdrawn from the Williston School of Dance.

Students are not to be left unattended at the School of Dance after their last class of the day, nor should they be dropped off excessively early for their first class. It is acceptable for a child who is in more than one class to wait in the hallway for their subsequent class to begin, inasmuch as their parents accept that the Instructor can only supervise students who are inside the studio room and enrolled in a given class.

**\*\*\* Please do not wait for your child inside the School of Dance, there is simply no way to remain socially distanced if the hallway is crowded with parents and siblings. Your child can be dropped off and picked up at the side door\*\*\***

### **Holidays**

The Williston School of Dance will observe the following holidays:

Labor Day, Thanksgiving Week, Winter Break (2 weeks), Spring Break (1 week), Memorial Day. The Williston School of Dance is open for all other holidays, early release days, and teacher workdays. Tuition is not prorated for holidays.

\*\*If classes are cancelled due to Instructor illness, inclement weather, etc.- arrangements will be made for make-ups. \*\*

### **Visitors/ Observations**

**Parents/guardians/visitors must drop their dancer off at the door and wait outside or in their own car until further notice. This is for the health and safety of all participants.**

Due to the on-going global pandemic, there are no observation days planned at this time. We may offer a "zoom observation" at some point. This information will be communicated if and when it happens.

### **Shut Down-Closure for Illness**

In the event that we need to close due to local/state/federal mandates, or in the event of illness causing a studio shut down, all efforts will be made to continue classes on Zoom or a similar platform. We will follow the lead of the local schools for a decision on full in person closure. We will work hard to keep our studio “illness free”, but as with any activity that is face to face, there is some risk of exposure to illness/disease/injury.

### **Dress Code**

**Ballet (including Dress Up & Dance and KinderBallet/Tap):** Female dancers wear pink footed or convertible tights and a black leotard of any style. Pink leather or canvas ballet slippers. Dancers in the advanced classes will be given specific instructions about the purchase of pointe shoes when they reach that level.

Male ballet dancers wear black shorts, a white shirt, white socks and black leather or canvas ballet shoes.

Hair for all levels of ballet should be pulled into a ballet bun. A ballet bun is pinned and netted, not looped up ponytails or “messy buns”.

### **Jazz:**

Female jazz dancers wear tan footed or convertible tights and black leotards with pull-on boot style tan jazz shoes. Dance shorts may be worn over tights and leotards for jazz only.

Male jazz dancers wear black shorts, a white shirt, white socks and tan boot style pull-on jazz shoes.

### **Modern/Contemporary:**

Either bare feet or ‘foot undeez’ are fine. Girls wear convertible or footless pink tights and a black leotard.

Male: Black athletic shorts, black or white t-shirt.

### **Tap:**

Tan tights with a black leotard. Tap classes have tan pull on tap shoes. We prefer they not have to buckle or tie their shoes, since this takes a lot of time. No high heels. For Kinder Tap & Beginning tap please have easy on shoes without ribbon ties. Tap 2 & higher may wear bootie or slip-on style shoes.

### **Hip Hop:**

Black high-top sneakers that are worn only in dance class. May wear black bike shorts or leggings over their black leotard and tan tights.

**All students must bring their dance shoes in a bag and change at the studio. Dance shoes must not be worn outside.**

### **Where to purchase dance items?**

[www.shopnimbly.com/dancewithdawn](http://www.shopnimbly.com/dancewithdawn) (on-line retailer)

Dance-N-Stuff in Ocala (3313 E Silver Springs Blvd, Ocala, FL 34470)

Arabesque in Gainesville (2441 NW 43rd St # 3C, Gainesville, FL 32606)

### **Who do I contact if I have questions or concerns?**

Monique Allnutt: 352-529-7518

moniqueallnutt@hotmail.com

Erin Williams: 740-727-9398

erinkwilliams@yahoo.com

# Williston School of Dance

## 2022-2023 Schedule of Classes

### Tuesday

3:30-4:15 pm: Beginning Hip Hop  
(Kindergarten & Up)

4:15-5:00 pm: Kinder Ballet/Tap (A)  
(Kindergarten & Up)

5:00-5:45 pm: Beginning Ballet  
(1st grade & Up)

5:45-6:30 pm: Beginning Contemporary  
(1st Grade & Up)

6:30-7:30 Advanced Ballet/Pointe (co-class w/Thurs)  
(Instructor placement)

### Thursday

3:30-4:15 pm: Kinder Ballet/Tap (B)  
(Kindergarten & Up)

4:15-5:00 pm Jazz 2/3  
(2nd grade & Up)

5:00-5:45 pm: Intermediate Hip Hop  
(Instructor placement)

5:45-6:30 pm: Advanced Jazz  
(Instructor placement)

6:30-7:30 Advanced Ballet/Pointe (co-class w/Thurs)  
(Instructor placement)

### Wednesday

3:30-4:00 pm: Dress Up & Dance (A)  
(Ages 3-5)

4:00-4:45 pm: Beginning Jazz  
(1st grade & Up)

4:45-5:30 pm: Ballet 2/3  
(2nd Grade & Up)

5:30-6:15 pm: Tap 2/3  
(2nd Grade & Up)

6:15-7:15 pm Advanced Contemporary  
(Instructor placement)

### Friday

3:30-4:00 pm: Dress Up & Dance (B)  
(Ages 3-5)

4:00-4:45 pm: Beginning Tap  
(1st Grade & Up)

4:45-5:30 pm: Hip Hop 2/3  
(2nd grade & Up)

5:30-6:15 pm: Intermediate Ballet  
(Instructor placement)

6:15-7:00 pm: Intermediate Jazz  
(Instructor placement)

# Williston School of Dance

*A non-profit organization*

## 2022-2023 Registration

Student's Name \_\_\_\_\_ Age \_\_\_\_\_

Date of Birth \_\_\_\_\_ Gender \_\_\_\_\_ Grade \_\_\_\_\_

Parents' Names \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Primary Phone \_\_\_\_\_ Secondary Phone \_\_\_\_\_

Name & Phone Number to call in the event classes are cancelled \_\_\_\_\_

E-mail address (newsletters/class info is e-mailed) \_\_\_\_\_

Medical Conditions \_\_\_\_\_ Food allergies \_\_\_\_\_

**T-Shirt Size** (Please circle one)

Child Small  
Adult Small

Child Medium  
Adult Medium

Child Large  
Adult Large

Adult XL

Check Here  if you would like to be automatically invoiced monthly via SQUARE (Convenience Fee of \$2/month applies).

It is my desire that my child be enrolled in the Williston School of Dance. I agree to pay registration and tuition fees according to the fee schedule. Monthly tuition is due on the first day of each month. A late fee of \$5.00 will be added if my payment is not received by the 10<sup>th</sup> of each month. If my account becomes 1 month delinquent, my child's participation is suspended until tuition is made current. I understand that tuition and registration are non-refundable.

I am responsible for all fees until the Treasurer has received notification from me of my withdrawal from the School. *Williston School of Dance is a non-profit organization and relies on your timely payments in order to meet expenses.*

I hereby release the Williston School of Dance, a non-profit organization; The GFWC Williston Junior Woman's Club, school sponsor; and Dawn Randall, instructor (and all other instructors) from any liability as a result of injury or illness of/to my child. I have read the WSD Policies and Procedures in its entirety and agree to the conditions included, including dress code, tuition, and recital costume fee information and attached waiver of liability regarding illness/injury.

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

	<b>Registration Fee</b>			<b>50</b>
	<b>Class Name &amp; Day</b>	<b>Tuition Amount</b>	<b>Costume Fee</b>	
1				
2				
3				
4				
	<b>Totals</b>			

# **Assumption of the Risk and Waiver of Liability** **Relating to Coronavirus/COVID-19**

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

**Williston School of Dance (“WSOD”)** has put in place preventative measures to reduce the spread of COVID-19; however, WSOD **cannot guarantee** that you or your child(ren) will not become infected with COVID-19. Further, **attending WSOD could increase** your risk and your child(ren)’s risk of contracting COVID-19.

\*\*\*\*\*

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by attending WSOD and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at WSOD may result from the actions, omissions, or negligence of myself and others, including, but not limited to, WSOD employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)’s attendance at WSOD or participation in WSOD programming (“Claims”). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless WSOD, GFWC Williston Junior Woman’s Club, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of WSOD, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any WSOD program.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Print Name of

Parent/Guardian \_\_\_\_\_

Name of WSOD

Participant(s) \_\_\_\_\_