

# Stagelite Academy of Performing Arts

973.628.7724

## RULES AND REGULATIONS

SEPTEMBER 2019

1. \$35.00 REGISTRATION FEE PLUS A \$10.00 COSTUME DEPOSIT (PER RECITAL CLASS) WILL BE COLLECTED AT THE TIME OF REGISTRATION, ALONG WITH ONE-MONTH TUITION. REGISTRATION FEES AND COSTUME DEPOSITS ARE NON-REFUNDABLE.
2. **TUITION IS DUE THE FIRST OF EVERY MONTH WITH A 7-DAY GRACE PERIOD. A \$15.00 LATE FEE WILL BE APPLIED TO ACCOUNTS ON THE 8TH OF THE MONTH, TO TUITION BILLS THAT HAVE NOT YET BEEN PAID.**
3. PAYMENTS CAN BE MAILED TO: STAGELITE ACADEMY, P.O. BOX 192, 44 NEWARK POMPTON TPKE. PEQUANNOCK, NJ 07440.
4. TUITION WILL REMAIN THE SAME REGARDLESS IF IT IS 4 OR 5 WEEKS, OR SHORTENED MONTHS. THERE ARE NO CREDITS OR REFUNDS FOR MISSED CLASSES. STAGELITE WILL HAVE THE RIGHT TO SEND ANY ACCOUNT THAT IS OVER 2 MONTHS, TO A COLLECTION AGENCY FOR PAYMENT.
5. PLEASE CALL THE STUDIO, BY NOON, DURING INCLEMENT WEATHER, TO CONFIRM ANY UNSCHEDULED CLOSINGS. THERE WILL BE NO REFUNDS OR CREDITS FOR CLASSES CANCELED FOR INCLEMENT WEATHER. WE WILL TRY TO OFFER MAKE-UP CLASSES.
6. PLEASE ARRIVE AT THE STUDIO ABOUT 5 MINUTES PRIOR TO YOUR CHILD'S DISMISSAL. IT IS BEST TO CALL THE STUDIO IF YOU ARE NOT GOING TO BE ON TIME FOR PICK UP. IF THIS IS THE CASE, WE WILL KEEP YOUR CHILD IN THE WAITING ROOM FOR PICK UP.
7. IF A STUDENT IS ADDING OR DROPPING CLASSES, NOTICE SHOULD BE GIVEN IN **WRITING**, TO AVOID INACCURATE BILLING.
8. PROPER DANCE ATTIRE AND SHOES ARE TO BE WORN FOR ALL CLASSES. THE DRESS CODE FOR ALL MISS GENEVIEVE AND MR. TONY'S BALLET CLASSES ARE: ANY STYLE BLACK LEOTARD, PINK OR WHITE TIGHTS, PINK BALLET SHOES AND HAIR 'NEATLY' IN A BUN, OFF THE NAPE OF THE NECK. ALL OTHER CLASSES HAVE NO DRESS CODE BUT PROPER DANCE WEAR MUST BE WORN.
9. **"VERY IMPORTANT"**-PLEASE DO NOT DROP OFF YOUR CHILD, IN THE DRIVEWAY, ON THE SIDE OF THE BUILDING, BETWEEN THE STUDIO AND ACME FABRICS. IT IS AN ACTIVE DRIVEWAY, WITH CARS AND TRUCKS PULLING IN CONSTANTLY. PARENTS ARE ALSO NOT ALLOWED TO PARK THEIR CAR THERE EITHER, AS IT IS CLEARLY MARKED 'FIRE ZONE'. THERE IS PLENTY OF PARKING ON THE SIDE OF THE BUILDING AND ALSO IN THE BACK.
10. STUDIO WILL BE CLOSED ON THE FOLLOWING DAYS:

THURSDAY, OCTOBER 31, 2019 – HALLOWEEN

THURSDAY, NOVEMBER 28 THRU SUNDAY, DECEMBER 1, 2019 - THANKSGIVING

SUNDAY, DECEMBER 22, 2019 THRU WEDNESDAY, JANUARY 1, 2020 – THE HOLIDAY BREAK

SATURDAY, APRIL 11, 2020 - EASTER

MONDAY, MAY 25, 2020 – MEMORIAL DAY. ALL STUDENTS, THEIR FAMILIES AND 'PETS' ARE INVITED TO

PARTICIPATE IN THE PEQUANNOCK TOWNSHIP MEMORIAL DAY PARADE. MORE INFORMATION TO FOLLOW.

**PLEASE NOTE – WE WILL 'NOT' BE CLOSED FOR THE NJ TEACHERS CONVENTION, PRESIDENT'S WEEK IN FEBRUARY OR ANY SPRING BREAK.**

11. OUR ANNUAL RECITAL INFORMATION WILL BE PROVIDED AS SOON AS DETAILS ARE WORKED. PLEASE CHECK OUR WEBSITE AND SOCIAL MEDIA ACCOUNTS BEGINNING IN DECEMBER FOR THIS INFORMATION.
12. PLEASE CHECK OUR WEBSITE AT [WWW.STAGELITEACADEMY.COM](http://WWW.STAGELITEACADEMY.COM) FREQUENTLY FOR NEW PICTURES, EVENT HAPPENINGS, AND ANY OTHER IMPORTANT INFORMATION.
13. PLEASE 'LIKE' US ON FACEBOOK, AS WELL!!!
14. I UNDERSTAND THAT IF I HAVE A QUESTION OR CONCERN REGARDING THE POLICIES OR DECISIONS MADE BY A DIRECTOR OR ANY STAFF MEMBER THAT I WILL REQUEST A PERSONAL APPOINTMENT WITH THE APPROPRIATE PARTY OR COMMUNICATE BY EMAIL AND COPY ALL CORRESPONDENCE TO THE STUDIO DIRECTOR. I UNDERSTAND THAT I AM NOT ALLOWED TO FORM A GROUP OF PARENTS FOR THE PURPOSE OF PRESENTING ISSUES OR COMPLAINTS, BUT THAT I SHOULD ADDRESS THE ISSUE AS IT AFFECTS MY CHILD INDIVIDUALLY AND PRIVATELY.
15. AS A PARENT, I UNDERSTAND THAT A POSITIVE ATTITUDE AND CONTINUED SUPPORT IS NECESSARY IN ORDER FOR MY CHILD TO CONTINUE THE PRIVILEGE OF PARTICIPATING IN THE STUDIO'S PROGRAM. I ALSO UNDERSTAND THAT IF I CHOOSE TO HAVE A NEGATIVE ATTITUDE OR CAUSE VOLATILE SCENES IN ANY WAY, MY CHILD AND I WILL BE ASKED TO LEAVE THE STUDIO.
16. THANK YOU FOR CHOOSING STAGELITE ACADEMY AS YOUR CHILD'S DANCE SCHOOL. WITH OUR RETURNING TEACHERS AND THE ADDITION OF SOME NEW TEACHERS TO OUR STAFF, WE FEEL ALL DANCERS WILL HAVE A PRODUCTIVE AND HAPPY DANCE EXPERIENCE. PLEASE SIGN AND DATE THE BOTTOM PORTION OF THIS NOTICE, ACKNOWLEDGING THAT YOU HAVE READ AND AGREED TO THESE RULES AND REGULATIONS OF STAGELITE ACADEMY OF PERFORMING ARTS.

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\_\_\_\_\_  
PRINT DANCER'S NAME

I HAVE READ THIS AGREEMENT, SPECIFICALLY #2 \_\_\_\_\_

INITIALS

\_\_\_\_\_  
PARENT'S SIGNATURE

\_\_\_\_\_  
DATE