



## *Welcome Back*

Welcome to 2018 and back to the studio! I hope everyone enjoyed their holiday.

## *Important Reminders*

### Calendar

For your planning purposes:

- January 15 Studio is closed for Martin Luther King Jr Day
- February 1 Payment for costume balance is due
- February 19 - 24 Studio is closed for winter recess

### Attendance

Between now and recital, student attendance is extremely important. Teachers and students are working hard, and students are learning and perfecting their dances. Full class participation and commitment are necessary.

Our attendance policy states that:

- If a student misses a class, it is their responsibility to learn any missed choreography outside of class time.
- A parent/guardian (not the student) must call the studio to report any absence.
- Students are allowed a maximum of three 'unacceptable' absences (per class) between January and May. Examples of an unacceptable absence include participation in sporting events, play rehearsals, staying home to finish homework, being grounded, or when a parent/guardian does not call the studio to report the absence.

Note: We understand that a student may be absent from class due to sickness, a family emergency, or a school mandated function such as a concert or play. These are considered acceptable absences. We reserve the right to use our discretion as to the nature of the absence and how it will be recorded.

After two unacceptable absences of the same class, we will notify parents/guardians. After three unacceptable absences of the same class, we will review the situation and determine if the student is prepared to perform in the recital.

If it is determined that the student is not prepared to perform in recital:

- Balances on costumes must be paid. Costumes have already been ordered and cannot be returned.
- Tuition is not reimbursed for unattended classes or for previous services rendered.

We encourage students to attend all of their classes. Thank you for understanding the importance of student attendance.

Miss Trichia

