

SPOTLIGHT DANCEWORKS INC. STUDIO POLICIES

- Please understand that we cannot be responsible for acts of Mother Nature. Snow dates do not affect your monthly fees. Studio closings will be announced on the website, through our remind app, emailed to you, and posted on our social medias. Our voicemail message will also inform you of any studio closings.
- There is no discount or refund for missed classes.
- Family discounts described are for immediate family only. Studio Management will make the final decision regarding family discount eligibility.
- All studio accounts have one primary account holder. This is the account holder that registers and signs the registration form. This account holder will be the one considered financially responsible for the account.
- We are not responsible for injuries sustained in class, on premises, or at any related event.
- The Studio is not responsible for lost or misplaced articles. Please put names on all belongings.
- With the exception of class parties, food and drink are prohibited in all studios at all times. Please note that our studio is a nut free facility
- Dancers should wait until the teacher is present before entering the studio, unless directed otherwise. All dancers should exit the studio at the end of class. Younger dancers whose parents have not yet arrived for pickup should wait with one of our office staff members. Dancers are not permitted to use the studios when a teacher is not present unless arrangements are made through the studio office.
- Any dancer with an overdue balance of more than 30 days will not be allowed into class until payment in full is received or payment arrangements have been made.
- Costume orders can only be picked up once the account is paid in full with no balance remaining.
- Programs and classes offered are subject to availability.
- Spotlight DanceWorks Inc., at its own discretion, may withdraw or cancel a course without notice or liability other than to refund fees for lessons withdrawn or cancelled. We regret that we are unable to provide a refund for dance equipment and manuals.
- Fees are payable in advance according to the payment schedule you have committed to. Non-refundable Costume Fees are extra and must be paid by the date specified.
- It is understood and agreed that with registration, class placement is guaranteed for the full duration of the course year. If a dancer withdraws, there are no refunds for the balance of the month of withdrawal and no refunds will be granted after December 31, 2018.
- There is a \$35 charge for NSF cheques.
- Spotlight DanceWorks Inc. reserves the right to suspend dancers for inappropriate conduct and/or non-payment of fees. In the case of inappropriate conduct, fees are not refundable.
- Dancers must comply with the class dress code and correct grooming as stated in the Studio Guidelines.
- Dancers and Parents/Guardians are asked to acquaint themselves with our Studio Guidelines.
- I/We give permission for use of any photos of my child to appear in any studio advertising or displays within the studio.