

The Next Step School of Dance
800 Schuyler Avenue, Lyndhurst, NJ 07071

More Than Just Great Dancing!
Affiliated Dance Studios
Quality Curriculum • Teacher Training • Best Management Practices • Community Involvement

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Studio Policies 2020-2021 Season

REGISTRATION

Register Online at Thenextstep-dance.com

Priority Registration for the 2020-21 season will begin on Monday, June 13th at 8:00am and continue until June 27th. On June 28th, registration will open to the community.

2020-2021 CALENDAR

September 11th Classes Begin

November 1st Costumes Fees Charged

November 23-28 Thanksgiving Break

November 30-December 19th Parent Observation/Holiday Demonstrations

December 21-Jan 2 Christmas Break

April 1-7 Easter Break

June TBA Annual Recitals

TUITION FEES & PAYMENTS

- Tuition rates are for the full season (including studio holidays) from September 11th through the Spring Recital in June, not by the number of classes in the month. A full season of dance includes a minimum of 34 lessons. Tuition fees are paid monthly or annually.
- After registering (paying for 1st Installment + annual membership fee), monthly tuition installment must be paid by automatic EFT, debit, or credit card payment or cash payment. Tuition will be debited from your account (or charged to your credit card) on the 1st day of each remaining month. There is a 3.5% convenience fee on credit or debit card payments. To avoid this fee please pay by cash or check, or provide a checking account and routing number by the 1st of each month.
- Accounts not paid within terms are subject to an accruing 7% monthly finance charge and discontinued services until paid. Accounts more than 60 days past due may be submitted to collection services.
- Recital costume fees will be automatically charged to your account on November 1st.

ROLLOVER REGISTRATION

For your convenience, and to reserve a space for the following season, annual membership fees will be automatically renewed and applied to your account on May 1, 2021 unless a withdrawal form is completed in the office before that date.

DISCOUNTS

3% Discount on 3-4 lessons per family

7% Discount on 5-6 lessons per family

10% Discount on 7 or more lessons per family

NSF / DECLINED PAYMENTS

NSF on paper checks, auto-debit, or auto-charge payments will incur a \$25 NSF fee which will be paid at the front desk along with the tuition.

WITHDRAWAL FROM CLASS

There is a one month minimum for all lessons. A one-month notice from the first of the month is required to discontinue any payments for the following month. To withdraw a parent must complete and sign a withdrawal form. Automatic bank debiting or credit card charges will stop after the one-month notice period.

PRIVATE LESSON CANCELLATION POLICY

All private lessons canceled with more than 24 hours notice will receive a full refund. No-show lessons or lessons canceled with less than 24 hours notice will be charged the full amount.

RESCHEDULING, TEACHER AND CLASS SUBSTITUTION

- NSSD reserves the right to reschedule or combine classes.
- NSSD reserves the right to provide a substitute or replacement teacher as NSSD may deem necessary.
- NSSD reserves the right to deliver class content via an online system in the event that classes are not able to be conducted live for any reason including, but not limited to: weather, teacher absence, or governmental advisory.

REFUNDS/CREDIT ON ACCOUNT

- Tuition, membership fees, and costume fees are not refundable for any reason. Refunds are only issued when NSSD cancels a class due to low enrollment.
- Account credit will be issued when the student or parent initiates the schedule change. Credit will be applied to any NSSD tuition or fees due within one year.
- No refunds will be given if a similar online class is provided in place of an in-studio class.

5 WAYS TO LEARN

NSSD offers a variety of service options including private instruction, small group instruction, traditional classes, online instruction and pre-recorded classes to meet the needs of students and staff as well as for the ability to maintain service continuity in any situation.

ATTENDANCE

Regular attendance is vital to student progress and group choreography. Please make every effort to attend each class. Students may make up missed classes until April 1. If you miss more than four of the final eight classes before recital you may be dismissed from participating in the recital routine at the discretion of the teacher.

DRESS CODE

Proper attire and hair etiquette are required for all classes. Special class attire including shoes and hair will be published in the July newsletter. All required items will be available from Curtain Call For Class or at the studio.

SAFER STUDIO POLICY

NSSD requires all staff and students to stay home when they are ill. In order to reduce community spread of Coronavirus, we follow best practices and recommendations from our local health department and from our industry associations, More Than Just Great Dancing!® and Youth Protection Advocates in Dance. NSSD understands that unlike older children and adults, young children cannot be expected to maintain social distancing at all times. Therefore NSSD focuses on a hierarchy of measures beginning with keeping ill people home, followed by frequent hand cleaning and good hygiene practices, amplified cleaning, and curricular and facility adaptations to minimize contact and mingling where possible. In the event a class is unable to be held at the studio classes will convert to an online learning platform until in-studio classes can resume.

CONTINUOUS PARENT COMMUNICATION SYSTEM

NSSD uses a “green, yellow, red” system of continuous parent communicating regarding the status of classes which can be found in the top right-hand corner of our website and social media. Green indicates to attend face-to-face classes as usual. Yellow indicates a cautionary change to service delivery, so please check your email. Red indicates clients should stay home and attend class online.

SPECIAL COMMUNICATIONS

NSSD works to keep you informed and up to date on regular studio happenings:

- Monthly Email Newsletter, Email, and Lobby Communication Center
- Follow The Next Step School of Dance on Facebook and thenextstepsofthedance on Instagram for weekly updates
- Join our the NSSD Parent & Student Community on Facebook to connect with faculty and families (NSSD Families)

Questions - We are happy to answer any questions you may have regarding your dancer or our programs. Let us know if we can help you in any way!

PARENT OBSERVATION

In an effort to maximize both instructional time and observational time, parent observation will be permitted for the entire class on the following dates. Dates are noted on the calendar above. Other observations are at the teacher's discretion. We ask that you observe quietly, that cell phones be turned off, and that siblings are monitored and quiet during observations.

INCLEMENT WEATHER POLICY

In the event of inclement weather, an email will be sent and a social media post made by 2pm if classes are canceled (by 8am for morning classes). Please note that we do not necessarily follow school closings as roads are often cleared by the time studio classes begin. Any canceled classes may be made up on your own time from our regular schedule of in person and on-line classes, based upon availability. In the event there is not a makeup class available, a replacement lesson opportunity will be scheduled.

LOST AND FOUND AND SECURITY

- A lost and found basket is located in the front lobby. Please check the lost and found basket regularly as all lost and found items are donated to Goodwill on the 1st and 15th of each month.
- Security cameras are located in public areas for safety and security. NSSD does not make security or video data available to students or parents.
- NSSD is not responsible for any lost or stolen items. Please do not leave belongings unattended.
- Dancers are encouraged to take dance bags into classrooms with them.
- Cubbies are also available for our students to keep their belongings in.

SPRING RECITAL COSTUME ORDERS/EXCHANGES

- All classes have a recital costume unless noted on the schedule.
- Spring Recital costumes will be paid by automatic EFT, debit or credit card payment on November 1st and are not refundable after November 30. Costumes are ordered over Thanksgiving break. Costumes will not be ordered unless payment is received in full.
- Students are measured for costumes in classes and they will be delivered in Jan.-April. If a costume does not fit, we are able to exchange within one week of receiving it at no cost to you, if it is returned in its original packaging. After that week, there may be additional shipping/handling fees and/or limited availability.

SPRING RECITAL

We end our season with our Spring Recital.

The Spring Recital will be held either in June depending on local theater availability.

- Spring Recital and mandatory dress rehearsal dates will be tentatively published in February.
- We attempt to accommodate every school's activities while meeting the technical demands of the show.
- Show assignments and rehearsal assignments will be tentatively published in the March newsletter.
- Tickets will be available for purchase through a ticketing service in April/May (date TBA). Ticket prices typically range from \$22-24 (not including on-line ticketing fees).

Signing your online waiver, informs us that you have read, understand and agree to abide by these policies.

Parent or Guardian Signature

Date

RELEASE

- I have read and agree to abide by The Next Step School of Dance's (NSSD) policies regarding tuition, membership fees, auto-renewal, service delivery, late charges, refunds, costumes fees, attendance, and dance attire.
- I understand that NSSD reserves the right to refuse instruction to anyone not abiding by NSSD policies.
- I understand that NSSD reserves the right to cancel a class if enrollment falls below five students and to convert a traditional group class to a semi-private class if enrollment falls below five students per class.
- I understand that NSSD is not responsible for lost items, stolen items, or unclaimed merchandise.
- I understand that participation in a dance program involves risk of possible injury and/or illness. I understand that NSSD and its staff will not be held responsible for injuries or illness sustained in class, in rehearsals, while performing, or traveling to or from its facilities
- I understand that I assume full financial responsibility for risks of personal and bodily injury and/or illness that may be sustained in class, while performing, or traveling to or its facilities.
- I have and will maintain, at my expense, sufficient health insurance and other types of medical payments to cover the cost of any personal and bodily injury and/or illness may be sustained in class, in rehearsals, while performing, or traveling to or from its facilities.
- I release NSSD and its managers, instructors, employees, agents, associations, related companies, successors and assigns, from liability for all personal and bodily injury and/or illness that may be sustained in class, in rehearsals, while performing, or traveling to or from its facilities. I specifically intend this release to include all claims that my child and I might have based on actual or alleged negligent supervision, instruction, training, and or facility care and cleaning.
- I authorize NSSD to secure any emergency medical treatment my child might need. Preferred medical facility:

- Please list any medical concerns of which we should be made aware:

Photo & Video Release

I grant Bonnie Walker, NSSD, NSSD Faculty & Staff, Arthur F. Performing Arts Center, More Than Just Great Dancing!®, LLC; Youth Protection Advocates in Dance®, Donnor Photographic, M & I Dancewear, (hereinafter “Entities” irrevocable permission to use my child’s image, name and visual likeness in all forms and media for advertising, trade, and any other lawful purpose. I agree that all right, title and interest in and to all such images and any reproductions or derivative works shall be the exclusive property of NSSD. Additionally, from time to time parents and students may opt to share videos, photos or other information on social media pages that may be used, hosted, created or referenced by any of the above named Entities. The party posting takes responsibility for all sharing or posting of such information and waives any claim against the Entities for the release of any protected information. If my child(ren) is under the age of 18 at the time of this agreement, the party signing makes this waiver on behalf of their child(ren) . I hereby release NSSD and the name Entities from all liability or legal responsibility that may arise from the acts that I have authorized or consented to herein. I agree that NSSD does not owe me any compensation for the acts that I have consented to in this Section. I have carefully read and understand the terms and conditions of this Section.

Parent/Guardian Signature: _____ Date: _____