2026-2027
Hayward Dance Experience
Agreement

General Guidelines & Policies

Please Read : The guidelines and policies in this document are non-negotiable.

REGISTRATION

TO COMPLETE YOUR REGISTRATION YOU MUST HAVE :

1. Completed the Registration Form (one per student)
2. Signed the Electronic Consent Form/Policies Agreement
3. Made A Full or Partial Payment by August 31st

HDE reserves the right to deny a registrant should any of these requirements not be met.

CLASS PLACEMENT

Each student is placed with care by the HDE team. Your child's age, skill level and overall needs determine which class is right for them. Our goal is to place him/her into the class that will provide the best learning environment for them and the other students they are with.

● **The final decision on Class Placement is up to HDE Directors & Teachers solely.**

● Students may be older/younger than the group they are placed in. Beginners or students who have unique needs/requests may be placed in a group with various aged dancers. No matter the skill or age level, all students will have a successful and satisfying experience.

● For Itty Bittys, we simply ask that your kiddo be fully potty trained and at least 3 years old by October 1st before registering them for the dance season.

● Class minimum is 5 students. If a particular class does not meet the minimum required amount during the registration process, dancers will be placed into another class.

● Should any class become FULL, you may still Register your child. You will be placed on a Waitlist. You will be notified as soon as possible via phone or email if your child is moved from the waitlist into a class -or- if your child did not make it into the desired class.

● If you have made a payment to HDE for tuition dues, were placed on the waitlist and DO NOT make it into the dance program this year, HDE will issue you a full refund.

● All Families MUST Register during the time period given. Payments, Signed Consent Forms & Other Documentation must be finalized IN ADVANCE to the dance season starting. Late registrants, payments or documents will be charged a $30 Late Fee.

● Families may receive calls/emails/notifications from HDE to collaborate on schedule changes, student class placement, etc... we appreciate your patience and willingness to work with us!

● Final Class Rosters are posted approximately 3-4 weeks prior to the start of practice & in a timely manner with the parent meeting and start of dance dates.

● Be advised that the dance schedule is subject to change based on demand, volume and other unforeseen reasons.

PAYMENTS & POLICIES

Half (or Full) Tuition is Due By August 31st. Full Tuition is Due By December 31st.

(Except for those who are on Auto-Withdrawl Contracts, your tuition comes out Monthly)

● Tuition covers the cost of classes only. Tuition does not include the cost of shoes, technique classes, costume costs, recital tickets or professional photography (optional), and/or other incurred costs that may arise during the program season.

● HDE accepts cash, checks, debit and credit cards. We also offer a monthly payment program that gets automatically withdrawn from your bank or credit/debit account.

● All Auto-Withdrawal contracts are subject to additional fees and are non-refundable once withdrawn from your account.

● HDE does not accept partial payments for Full Year or Half Year tuition, costumes or tickets (this includes

payments made from separate family groups, ie: mother who pays half and father who pays half). Complete payments in the form of Full Tuition or Half Tuition are due on or before the deadline.
● Families with outstanding balances from previous dance seasons will be unable to register their child for future dance programs until balances and late fees are paid in full.
● HDE accepts payments for tuition from other 3rd party organizations. Payments from 3rd Party Payers must be paid in FULL in advance. Refunds are non-applicable and sibling discounts do not apply where 3rd Party Payers are involved.
● HDE reserves the right to charge a $20 late fee for any late payments.
● HDE reserves the right to charge a $20 fee for bounced checks.
● If any fees go unpaid for over 30 days, HDE reserves the right to suspend your dancer from classes until full payments are received.

REFUNDS & CANCELLATIONS
● We have a 4 Week “Trial Policy” - if your dancer consistently displays signs of not being ready or interested in dance class, we will work with your family to cancel their registration and offer a prorated refund. Please consider this a good, guilt-free option for you/your dancer if you are not sure they are fully ready for dance this year. That determination must be made by the Parent/Teacher by Oct 15th in order to receive a prorated refund.
● PLEASE NOTE : Cancellations after October 15 are absolutely non-refundable.
● There are No Refunds for missed classes due to sickness.
● Classes canceled due to teacher absence are non-refundable.
● Classes canceled due to inclement weather are non-refundable.
● Classes canceled due to government-ordered closures are non-refundable but will be added as a credit to your account if more than 5 weeks pass without class.
● If you choose to remove your child from the HDE program, it must be in writing and before October 15th in order to receive a refund for any unattended classes paid in advance. Again, cancellations after October 15 are absolutely non-refundable.
By registering your child in our dance programs, you acknowledge these terms.

PARENT CONDUCT
The Dance Teachers’ time is valuable before and after class to prepare for class/next class coming in, therefore:
● Parents are NOT, UNDER ANY CIRCUMSTANCES to drop off their dancers any earlier than 10 minutes prior to the start of their class.
● If a parent wishes to speak with the instructor, please email or text to set up a time to meet.
● Parents and family members are asked to refrain from entering the studio building before, during, or after class except in the case of an emergency.
● Before & After class, parents are asked to pick up and drop off their child from the front entry way.
Before class, teachers and teachers assistants are present to help your dancer get ready, tie shoes and remember to use the bathroom. After dance is finished, the younger dancers will be assisted in gathering their belongings and seen out to their parents who will be waiting just outside the studio entrance. Older dancers are given permission to leave when we see their parent’s vehicle parked in our parking lot. To reduce traffic and speed up the efficiency of our class transitions, *please refrain from entering the building unless absolutely necessary - thank you!*
● The **only** exception is for Itty Bittys, 1 parent or family member may accompany their dancer into the building (5-10 minutes before class) to drop off and pick up. Parents are expected not to stay in the studio to watch/wait unless asked to by the instructor specifically.

FOOD
● No Food Is Allowed In the Studio or Studio Lobby.
● If your child has a medical reason to have snacks handy, this should be discussed with the studio director and dance instructor before the beginning of the dance year. A Doctors note may be required.
● On occasion, our dance teachers bring treats for their students, if your child has a food allergy, please be sure to communicate that in your registration and/or email your child’s teacher.

STUDENT CONDUCT

● Students are expected to participate to their fullest potential every week, follow directions and be considerate and respectful of others at all times.
● Dancers' cell phones are not permitted inside the studios at ANY time. (unless given permission by their teacher for recording practice purposes).
● Students are expected to be ON TIME for all practices, rehearsals & performances unless arranged in advance with their teacher.
● Dancers being dropped off by parents at the studio should already be dressed in their dancewear
● Dancers are to dress appropriately for dance each week : no jeans, jean shorts or costumes
● Dancers are to have all dance shoes necessary for each week
● No Socks, Gum or Food/Drinks (other than water) are allowed In the studio (if your child has a medical reason for needing food in the studio, please contact Nicole for approval)
● Respect the studio facility/property. Playing with or using fitness equipment (unless under the supervision of the dance teacher) is prohibited.

If persistent behavior issues are apparent, HDE instructors will implement "The 3 Strike Rule" :

Strike 1 : Verbal Warning & Discussion about the issue with the student(s) personally after class
Strike 2 : Verbal Reminder, Student(s) Sits Out of Class, Note Sent Home to Parent
Strike 3 : Verbal Reminder, Student Sits Out of Class, Note Sent Home & Meeting With Parent/HDE Director will be Scheduled

**Depending on the severity of the issue, The 3 Strike Rule may need to be overstepped. In those situations, the student should sit out of class, and immediate communication with the HDE Director and Parent should be initiated and a follow up meeting should be scheduled with the parent will occur.

DRESS CODE

● Practice appropriate attire is required. Acceptable practice attire includes demi-skirts, exercise shorts, capris, leotards, tights, t-shirts, and tank tops.
● No costumes or jeans/jeggings are allowed (ie: tutus, long skirts, sequins, glitter, etc).
● Dancers are to have ALL DANCE SHOES needed by the 2nd week of dance classes. (See Parent Portal of our website for more details on shoes needed for class).
● Socks are not allowed to be used as dance shoes
● Failure to have dance shoes will result in HDE purchasing shoes for your dancer. An Additional $25 fee will be applied to the cost of the shoes for ordering, shipping & handling.
● All students should bring their own clearly labeled water bottle.

HOLIDAYS/BREAKS & SCHOOL CANCELLATIONS

● If after-school activities are canceled, dance will likely also be canceled.
● HDE offers holiday breaks for Thanksgiving, Christmas, New Years and Easter.
● HDE also breaks over Birkebeiner Week, however, some classes may be required to meet over the week of Birkie to make up for previously canceled classes. Students will be notified in advance if they have regular practices that week.
● Parents, please watch your Email and/or Instagram/Facebook for Cancellation Notices.

RECITAL & OTHER PERFORMANCES

● There will be an end-of-year recital for families to come celebrate their child's achievements.
● More details and information will be sent in regards to rehearsal and recital closer to the date listed on the Yearly Schedule for the events.
● Students are not expected to participate in the Recital, but it is HIGHLY encouraged.
● Dancers who wish to forego the annual Dance Recital must notify HDE in writing on or by December 15th. This ensures that HDE teachers and staff do not purchase costumes, props and/or additional materials for your student to participate in the end of year recital. If we do not receive notice by Dec 15th, parents will still be held liable for any/all payments for costumes, props or materials due.

HEALTH & SICKNESS POLICIES

Please, if your child is ill, do not bring them to dance class. Thank you!

● If your child stayed home from school, or was sent home early, they are not permitted to attend dance class.

ATTENDANCE POLICY

● HDE prides itself on being enthusiastic about students participating in more than just dance!

● We encourage students to be active across many mediums and we support them in their choice to be involved in multiple activities. That said, our expectation is that dancers be present in class weekly in fairness to their fellow dancers and teachers. Therefore, equally sharing time between dance and other activities should be taken seriously.

● If a student has to miss dance for a game or practice, they are allowed to miss every other week of dance class until the end of activities season.

● Mandatory Rehearsals are non-negotiable. If a student wishes to participate in the end of year recital, they must be present at rehearsal regardless of other activities, games and/or practices.

COVID-19 CONSIDERATIONS

● If an immediate family member of a teacher or dancer has confirmed COVID-19, refer to the Department of Health Services recommendations for when it is ok to return to dance practice.
https://www.dhs.wisconsin.gov/covid-19/diagnosed.htm

KEEPING IN TOUCH & ANSWERING FAQ's

● HDE Instructors & Directors use email notifications & Facebook posts as the primary form of keeping in touch with parents.

● It is crucial that you are checking your emails or our website to ensure that you are receiving all the information needed.

● If you have had problems in the past receiving email notifications from HDE, please be sure to SUBSCRIBE to our emails and the Facebook page. Oftentimes, emails end up in your spam or other folders if you do not mark our address as 'safe' or add us to your contacts.

● All of our email notifications come from our personal emails -or- from the online contact system called MailChimp.

● Watch for anything that says Hayward Dance Experience or Hayward Fitness Fanatics or Your Dancers Teacher or Nicole Nathan.

● To cut down on the amount of time spent answering frequently asked questions, we use the **"**ASK 3 BEFORE ME**"** rule. This means that if you have a question related to dance, we simply request that you ask 3 OTHER PARENTS before asking us.

● If you still don't have the answer you're looking for and need to contact your dancer's teacher, you are welcome to email, call or text. **Email is best (see our website).**

Liability Waiver and Release

This Liability Waiver and Release (“Agreement”) is entered into by the undersigned participant(s) (“Participant”) with Hayward Fitness Fanatics dba Hayward Dance Experience, including its members, managers, employees, volunteers, contractors, agents, and affiliates (collectively, the “Released Parties”).

1. Assumption of Risk

Each Participant understands that participation in dance and/or dance-related activities involves physical activity and inherent risks, including but not limited to: travel to and from location, weather conditions, uneven terrain, insect bites, dehydration, sprains, strains, falls, injuries, or other health-related events. Participation is voluntary, and each Participant assumes full responsibility for all associated risks.

2. Health Certification

Each Participant certifies that they are physically fit to participate and have not been advised otherwise by a medical professional.

3. Release and Waiver of Liability

In consideration of being allowed to participate, each undersigned Participant (and/or their parent or legal guardian, if under 18) agrees to release and hold harmless Hayward Fitness Fanatics dba Hayward Dance Experience, Nicole Nathan, and all other Released Parties from any and all claims, liabilities, demands, or causes of action, including those arising from negligence.

4. Indemnification & Hold Harmless

Participants agree to indemnify and hold harmless Hayward Fitness Fanatics dba Hayward Dance Experience, Nicole Nathan, and all other Released Parties from any injury, loss, damage, or cost arising from their participation.

5. Medical Treatment

Participants (or their guardians) are responsible for any resulting medical expenses.

6. Photo and Video Release

I understand that photos and/or video may be taken while participating in HDE activities. Participants grant permission to use any photos or videos taken during for promotional purposes without compensation.

7. Swimming Activity

Participants acknowledge and verify that they are capable of swimming. Participants further agree to indemnify and hold harmless Nicole Nathan, Hayward Dance Experience and all other Released Parties from all claims, liabilities, demands, or causes of action, including those arising from negligence.

8. Minor Participants

Participants under the age of 18 must have this form signed by a parent or legal guardian. The undersigned parent/guardian consents to the minor’s participation and agrees to all terms on behalf of the minor.

By signing below I acknowledge that I have read and understand this agreement.

_____

Parent Name

_____

Parent Signature Date