



330 Bronte St. S Unit #215, Milton, ON

(905) 693-8113

info@thedanceelement.ca

## **FALL SEASON SEPTEMBER 2020 TO JUNE 2021**

**Fall classes:** Sept 14/20 – June 12/21. Fall Registration is now open on our website [www.thedanceelement.ca](http://www.thedanceelement.ca)

**\*NEW\* Payment of Fees: NO PAYMENTS WILL BE PROCESSED UNTIL THE FIRST DAY OF CLASSES**

The Dance Element Inc. has changed the payment structure for all families to 10 MONTHLY INSTALLMENT PAYMENTS, from September to June. When paying your first tuition installment on the first day of classes, you will also pay the Registration Fee, which is **NON-REFUNDABLE**.

Due to the ongoing pandemic, fees for the 2020/2021 season will not be charged until classes begin. Classes are currently scheduled to start September 14, 2020, however should this change, you will be notified by email. Class sizes will be smaller this coming season, so to ensure that you secure spots in the class days and times that you prefer, you can register online now, and not pay until the season begins.

**Class fees** are already calculated factoring in all holidays, therefore NO REFUNDS are given for holiday studio closures. The Dance Element INC. follows the same school holiday closures: Thanksgiving Monday, Halloween, Christmas Break (2 Weeks), March Break (1 Week), Family Day, Good Friday, Easter Monday, and Victoria Day.

Please refer to the fee schedules for an outline of all payments and due dates for the 2020/2021 season.

### **Age Requirements**

The cut off date for age requirements is December 31<sup>st</sup> the same as school. Enroll your dancer in their appropriate age group. Dancers not enrolled in the appropriate age group will be withdrawn and will need to register again for the appropriate age group so they do not hold a spot in the wrong class.

### **Wait Lists**

If you find that a class is presently full, please put your child's name on the wait list. We use the wait list to determine which classes we will need to open more of. We will attempt to accommodate everyone's needs as to dance style, age and times.

**Closures/Cancellations:** The Dance Element INC. reserves the right to cancel classes due to weather conditions. Every effort will be made to run classes as regularly scheduled. Cancellations due to weather WILL NOT be made up or refunded. The Dance Element INC. clients are required to check The Dance Element INC. Facebook Page and/or check our voicemail to find out if classes are cancelled or running. This decision will be made by 2:00pm.

If The Dance Element INC is unable to begin classes Monday September 14<sup>th</sup>, 2020 due to Covid-19 crisis, customers will be entitled to withdraw from the entire season and all associated charges will be removed from their account. No payment will be charged to any credit card on file until classes are able to proceed. An email will be sent to all clients should this occur.

### **Within 30 day of registration or within your first 30 days of classes:**

Within 30 days after your registration date and or first 30 days of classes, a refund of the tuition balance only will be made, or future payments will be suspended. Your cancellation request must be received in writing (email) within 30 days of your first class.

### **Cancelling after your first 30 days of classes:**

A Cancellation fee of \$40 will be charged and the remaining balance will be refunded, or payments suspended.



### **Cancelling by The Dance Element INC:**

Should the need arise for The Dance Element INC. to ask a parent to withdraw a dancer; a refund of the tuition balance only will be made and/or the monthly payment installments discontinued.

Should The Dance Element INC. be forced to close due to municipal/provincial/federal guidelines at a later date, the following will be applied:

1. The Dance Element INC will first attempt to make up any missed classes in the studio or by using an online platform. All tuition fees will still be applied in this case.
2. Should The Dance Element INC. not be able to make up missed classes a credit may be applied to the dancers account to reflect to amount of tuition for the classes missed. Monthly payments for tuition will be suspended.
3. All other fees are non-refundable; this includes but is not limited to costume deposits, birthday party deposits, and competition entry fees. These deposits/payments are all dependent on our suppliers and other companies outside of The Dance Element INC.

### **Competitive Showcase & Year-End Recital Videos**

The Dance Element Inc. has partnered with DanceBug.com to provide **all** TDE families with the highest quality videos of their favourite dancers!! This is a mandatory fee, which will be automatically charged to each families account on December 1, 2020. This charge will appear on your ledger in November 2020.

DanceBug.com allows parents to keep a record of their dances online, instead of physical DVD copies. Our studio will have a private channel and each family will have access as a registered user and will be the only ones who can access TDE videos.

DanceBug.com allows you to watch your recital video from any internet enabled device. Watch on your phone, tablet, laptop, desktop, smart TV, etc.

Why the shift from DVDs?

- 1) Quality – DVDs are Standard Definition products, DanceBug.com presents performances in full HD video.
- 2) Speed of Delivery – Watch your show without having to wait for the DVDs to be authored, printed, proofed, packaged and shipped.
- 3) Price – The fee per account/show is less than the price of a recital DVD!
- 4) Access – Watch your video from anywhere in the World – as long as you have internet access!
- 5) Sharing – Do you have family overseas or a pen pal in the states who you want to show your video to? They too can log in on your account!
- 6) Cheaper DVDs – You can still order a DVD if you want one, but again, at half the price!

How does this work?

We will be charging the studio \$30 per family/per account.

Once the edits to our shows are complete, a special code will be created and instructions will be sent to all families.

**Recital Costume Policy:** Each dancer will participate in the year-end recital the third weekend in June in which a costume is required for each class. Costumes will be ordered in December, and dancers will be measured in November. Costumes will be handed out in May. **There are no refunds on costumes.**



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**Recital Costume Prices:** Total recital costume price will be \$85.00 for Tiny Tots, Little Steps, and Kiddy Hop, (2-5 year old classes) per recital dance. \$100.00 for Mini, Junior, Intermediate, Senior, Mini Boys Only Hip Hop and Jr/Int Boys Only Hip Hop (Ages 6 years and Up) per recital dance. Costume Fees are non-refundable and are paid automatically through the online system, on December 1, 2020. Costumes do not include required tights or shoes. Total costumes fees are subject to change dependent on economic factors ie: U.S Exchange Rate.

**Class changes:** The Dance Element INC. reserves the right open/close classes depending on the number of registered students in a class. A minimum of 5 students is required to run a class. Families will be notified of any changes.

**Transfer Requests:** Requests to change classes will only be made until November 30<sup>th</sup>, 2020 depending on class availability. You must contact the office to transfer classes.

**Missed Classes:** classes are non-refundable when missed by a student for any reason.

**Class Attire:** All dancers and parents agree to comply with the class uniform requirements. Parents will be notified if a child does not have proper dance attire during class.

**Attendance:** We ask that all dancers and parents be committed to the dance program that you have registered for by attending classes regularly especially during recital choreography months (Jan-June).

**Disciplinary Action:** Staff of The Dance Element INC. reserves the right to ask a dancer to leave class if behaviour is affecting the learning environment. Should this occur more than twice that dancer may not be able to continue participating in the dance program. Disciplinary action taken is at the sole discretion on the staff member and parents will be notified.

**NUT ALLERGIES** The Dance Element Inc. is a peanut/nut-free environment. All participants are asked to refrain from bringing peanut and nut products into the studio due to increasing risk from peanut and nut allergies in children. Food and drinks are not allowed in the class except for water.

**VALUABLE** items should not be brought to the studio. The Dance Element Inc. will not be responsible for lost or stolen items.

**CLASSES** start on time. Do not drop-off children more than ten minutes prior to start of class. Children must be picked up promptly when class is over. Parents are required to supervise their children before and immediately after class. In case that you are going to be late picking up your child, please let us know. If any siblings are "waiting" in the viewing or change room, make sure they are supervised by a grown-up/adult.

**LOST & FOUND** Please check the Lost & Found Box periodically. At the end of each month the remaining belongings will be sent to Thrift Store or in some cases put out with the garbage. There will be a box in the change room beside the office.

**POSITIVE FEEDBACK** We do appreciate your positive comments and suggestions that will help us run a better program for you. They can be directed to [info@thedanceelement.ca](mailto:info@thedanceelement.ca).

**Parent Questions/Concerns:** Parents, please direct any questions or concerns to the office by calling (905) 693-8113 or emailing [info@thedanceelement.ca](mailto:info@thedanceelement.ca) We would be happy to assist you.

**Late/Outstanding payments:** If a payment has been outstanding for more than 15 days, a 10% late fee will automatically be added to your account. Unpaid fees will result in your dancer(s) not being permitted to class.



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**Class Pictures & Dress Rehearsal:** Friday, June 18, 2021: 5:00pm-10:00pm for Dancers 6 years and Up & Sat. June 19, 2021: 9:00am-1:00pm for dancers 2-5 years @ First Ontario Arts Centre Milton

**Recitals:** **June 19, 2021 @ 3:00pm Tiny Tots Recital (Dancers ages 2-5yrs)**  
**June 19, 2021 @ 6:00pm Senior Recital (Dancers 6 years and Up)**  
**June 20, 2021 @ 11:00am Tiny Tots Recital (Dancers ages 2-5yrs)**  
**June 20, 2021 @ 2:00pm Senior Recital (Dancers 6 years and Up)**

**\*SHOULD A RECITAL NOT BE PERMITTED TO TAKE PLACE IN 2021 DUE TO COVID-19 WE WILL MAKE EVERY ATTEMPT TO INSTEAD DO AN INSTUDIO OR ALTERNATE LOCATION PERFORMANCE.**

**Recitals are held at the First Ontario Arts Centre Milton** Parents are required to purchase recital tickets from the First Ontario Arts Centre Milton box office if you wish to watch the shows. Parents are not allowed backstage during rehearsals or shows. Dancers will be signed in and signed out by The Dance Element Inc. staff and/or volunteers.

**Recital Tickets** Recital tickets are purchased through The Box office online or in person located in The First Ontario Arts Centre Milton

**Tiny Tots Recitals (Dancers ages 2-5yrs) dancers perform in both the Saturday and Sunday shows. Ticket Prices are approximately \$25.00 (13 years +) and \$15.00 (children 1-12 years).**

**Senior Recital (Dancers 6 yrs and Up) dancers perform in both the Saturday and Sunday shows. Ticket Prices are approximately \$30.00. (13 years +) and \$20.00 (children 1-12 years).**

In compliance with the policies and procedures, The Dance Element INC. can ensure a professional and fun learning environment for all dancers and parents to enjoy.



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## **SUMMER CAMPS/CLASSES JULY AND AUGUST 2021**

### **Payment of Fees:**

The Dance Element INC. offers **ONLINE REGISTRATION** with payments made on your credit card.

**Class changes:** The Dance Element INC. reserves the right open/close classes depending on the number of registered students in a class. A minimum of 5 students is required to run a class. Families will be notified of any changes.

### **Summer Withdrawal Policy:**

**PARENTS ARE REQUIRED TO NOTIFY THE OFFICE NO LATER THEN JUNE 15TH IN WRITING, IF YOU WOULD LIKE TO WITHDRAWL FROM A SUMMER PROGRAM. If proper notification is received, a full refund will be provided. There are no refunds after JUNE 15TH but transfers to another class or camp will be allowed based on class availability.**

**Missed Classes:** classes are non-refundable when missed by a student for any reason.

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**LOST & FOUND** Please check the Lost & Found Box periodically. At the end of each month the remaining belongings will be sent to Thrift Store or in some cases put out with the garbage. There will be a box in the change room beside the office.

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### **WAIVER AND RELEASE**

I agree that if my dependent or I engage in any physical exercise, class, or activity on the premises or any venue where we participate as representatives of The Dance Element INC, we do so at our own risk. We agree that we are voluntarily participating in activities and use of said facilities, premises (including the parking lot) and designated The Dance Element INC venues. We assume all risk of injury, illness, damage, or loss to us or our property that might result, including, without limitation, any loss or theft of any personal property. We agree that this consent and assumption of risk statement covers each and every event or activity sponsored by The Dance Element INC. We agree to release and discharge you, namely, The Dance Element INC and your affiliates and related parties and their respective directors, officers, employees, agents, instructors, insurers, shareholders, owners and operators from any and all liability and any and all claims, demands and causes of action and any kind whatsoever that we may have arising out of our participation in a program or related activity, including as a result of negligence. We acknowledge that we have carefully read this waiver and release and fully understand that this is a release of liability. We are waiving any right that we may have to bring legal action to assert claim against you for your negligence.

### **PAYMENTS**

I understand and agree that my payments will be processed using the payment information I have provided by The Dance Element INC using the online registration system, Studio Director. The Dance Element INC. will be processing my scheduled payments to the credit card I provided on my Studio Director account. When I initially register my first months payment will not be processed until the first day of classes September 14<sup>th</sup>, 2020 then continue on the first of all subsequent months, October 1<sup>st</sup> up to and including June 1<sup>st</sup>, 2021. Any rejected or declined payments will be processed again at a later date. If my payment has been rejected I will receive an automatic email, to the email addresses I provided on my Studio Director account, advising me of the rejected payment. It is my responsibility to update my credit card on my Studio Director account, should it expire or become compromised during the dance season.

### **MEDICAL RELEASE**

I agree that my dependent or I (referred to as "we") give my permission for a member of The Dance Element Inc. to take my child or myself to a medical/dental facility, if necessary. In case of emergency, if none of the above can be contacted, we hereby give our consent for emergency medical care prescribed by a duly licensed Doctor of Medicine or Doctor of Dentistry. This care may be given under whatever conditions are necessary to preserve the life, limb or well being of my dependent. We hereby accept full responsibility for all costs of said medical care and any emergency treatments. The Dance Element Inc. will not be responsible for the cost of any medical care or emergency treatments. We hereby waive all claims whatsoever in connection with such medical treatments.

**PHOTO/IMAGE RELEASE:** I give my consent for images (photographs, video) of my dependent to be taken and used to document the activities of The Dance Element INC. I grant The Dance Element INC permission to use the images for educational and promotional purposes. I understand that if I do not want images of my dependent to be used, I will indicate this in writing and the signed letter will be attached to this document.

**COMMUNICATION:** I agree to receive important information via emails, handouts and phone calls with all information regarding studio policies, rehearsals, special events, and performances. By subscribing, you agree to receive email communications from The Dance Element INC Milton with information regarding latest news, promotions, events and performances. You can withdraw your consent at any time

**MOST IMPORTANT:** Welcome to The Dance Element INC! Always work hard, be energetic and HAVE FUN! Happy Dancing.