

Policies and Procedures

Allegro Dance Studios LLC

4030 Chestnut Street, Emmaus, PA 18049

Mailing Address: P.O. Box 23, Macungie, PA 18062

(610) 509-1313

Lillian Freeman, Director

• Tuition

The tuition at Allegro is a yearly fee broken down into ten payments. The first payment is August 1st and the last payment is May 1st. Tuition payments are due by the first of the month. Bills will not be mailed. Payments received after the 15th of the month will be charged a late fee of \$15. A \$25 fee will be assessed for all returned checks.

We accept checks or cash. Please ensure you receive a cash receipt signed by an Allegro employee.

All tuition, late fees and/or outstanding balances must be paid in full prior to the release of costumes and/or recital tickets. Account balances must be paid in full before any student is permitted to perform in the recital. Tuition, registration fees, costume payments, and performance tickets are non-refundable.

There are no refunds for dropped classes.

• Dance Wear

Tinyrinas:

Pink ballet slippers, black tap shoes, tights and dance outfit (any color).

Ballet:

Pink ballet slippers, tights and leotard (must be a solid color, no prints), skirt and dance warm-up attire. Students hair must be in a bun.

Jazz & Tap:

Black split-sole, slip on jazz shoes, black lace-up tap shoes, tights, leotard, jazz pants, skirts, and dance warm-up attire (any color). The student may also choose to wear Allegro apparel.

Hip Hop:

Dance sneakers and/or clean street sneakers, and exercise clothing. The student may also choose to wear Allegro apparel. No overly baggy pants, jeans, or shirts with inappropriate language or logos.

ABDP:

Black lace-up tap shoes, clean street sneakers, white t-shirt, hoody sweatshirt, (optional), no jeans. The student may also choose to wear Allegro/ABDP apparel.

Required dance wear and dance shoes must be worn to all classes.

In order to present a professional recital, all students will be asked to wear a dance shoe of the color selected for the performance. Our hope for the recital is to give all of our students the very best experience possible.

- **Attire for Adult Classes and 7 Week Sessions**

Comfortable exercise clothing. No street shoes are allowed on the studio floor. Clean sneakers must be brought to the studio, if they are to be worn in class.

- **Attendance**

We ask each student to respect the attendance policy and call if they are going to miss class. To ensure fairness to students with good attendance throughout the year, any students absent more than five times after January first may be removed from recital routines at the discretion of the instructor. No refunds.

- **Snow Closings**

The information will be on our studio answering machine. If a class is cancelled more than once due to inclement weather, the class will be made up.

- **Care of Students**

The school is not responsible for providing before and after care for students. Parents with students under the age of 5 are to remain in the school during classes. Students are not to be left at the school for excessive time before or after class.

- **Substitutions**

The studio reserves the right to provide a substitute teacher if the regularly scheduled teacher is ill or otherwise unable to attend a lesson. If the teacher is ill and the studio cannot arrange a substitute, any missed lessons will be made up.

- **Lost and Found**

The studio is not responsible for lost or stolen property. Please do not leave any valuables in the lobby during class. The lost and found will be kept in the studio office and will be donated to charity after the recital.