



Sierra Madre

DANCE CENTER

PARTICIPANT HANDBOOK 2019-2020



SMDC Policies and Procedures

General:

Parents are not allowed to sit inside the studio during class time (unless it is a parent and me class or designated observation time). If your child has not been picked up after class beyond the 5-minute grace period, the family will be given a warning. If late pick up persists that family will be charged a \$25 late pick-up fee. Please be respectful of our neighbors and please watch your child at all times.

Class Fees:

Returning Students: Session Tuition is due no later than the first day of class. Deposits are non-refundable.

New Students: Once the trial class has been completed, tuition is due by the second week of class. Deposit refunds are only available to new student families who notify the studio within 24 hours upon the completion of their first class.

Account credits can be given in cases of serious illness or an injury only with a Dr.'s note.

A \$25.00 fee will be charged for all returned checks.

Methods of Payment: accepts payment by check or by Visa or MasterCard. Please note that all tuition payments by credit card will incur a 2.5% fee.

Dress Code:

Please check the website at <https://www.balletwithmissamie.com/class-dress-code>, which sets forth the appropriate dress code all classes. Specific class dress code are required by week two of the session.

Makeup Policy:

Makeup classes must be completed during the current session in the same level that your child is enrolled in. Makeups may not be carried over into other sessions. There are no refunds for unused makeup classes.



Sierra Madre Dance Center Code of Conduct for Parents and Students

Sierra Madre Dance Center ("SMDC") strives to offer dance instruction in a positive, respectful and caring environment. In order to develop and ensure this environment, we ask all of our students and our parents/guardians/caregivers/families to abide by the following rules and code of conduct. As always, we are open to feedback, so if any of the requirements outlined below are unclear or concerning, please email SMDC at balletwithmissamie@gmail.com.

Participant/Dancers Code of Conduct:

- Dancers are expected to have honesty and integrity.
- Dancers must participate within rules and respect all the teachers/staff/volunteers and their decisions.
- Dancers must respect their fellow dancers.
- Dancers must not distract, bully or harass other dancers.
- Dancers must be polite and display good manners at all times.
- Dancers must refrain from cursing, using offensive racial or obscene speech, gestures or written materials.
- Dancers must refrain from talking back to adults or refusing to comply with reasonable requests.
- Dancers must refrain from physical, mental, emotional or cyber bullying other dancers, staff, or instructors. This includes social media postings referencing directly or indirectly to a student, staff, studio brand, and/or affiliations to the studio.
- Dancers and Center members are the face of SMDC and should conduct themselves in a manner that reflects positively on the organization.
- When representing SMDC, dancers must continue to follow this code of conduct as they are representatives of our organization.



Parent/Guardian Code of Conduct:

- Parents are expected to have honesty and integrity.
- Parents are encouraged to support their child's/children's involvement and help them enjoy the art of dance/performance.
- Parents are expected to encourage and help their child to follow the student code of conduct.
- Parents are expected to help SMDC deal with disciplinary issues involving their child.
- Please do not interrupt classes while in progress to talk to an instructor.
- Parents must demonstrate respect for faculty and staff at all times.
- Parents must not raise issues of disagreement publicly.
- Parents will not engage in inappropriate conduct towards instructors, staff, other dancers and families.
- Parents must discourage inappropriate conduct towards instructors, staff, other dancers and families.
- Parents will refrain from physical, mental, emotional or cyber-bullying other dancers, staff, instructors or families. This includes social media postings.
- Parents should remember that children participate in dance for their own enjoyment.
- If a situation arises when parents/guardians or students behave in an aggressive or disrespectful manner, it will be addressed privately, and the student and or family may be asked to leave and dismissed from classes without a refund.

SMDC reserves the right to refuse services to any person and/or family who does not support the policies and decisions set forth. SMDC reserves the right, at its discretion, to dismiss or take disciplinary action on any students or parent/guardian/family member who breach SMDC's Code of Conduct.



REGISTRATION FORM

Child's Name: _____ Child's DOB: _____

Parent's Name: _____

Home Address _____

Email: _____

Cell: _____

In Case of Emergency (secondary relative or close friend if primary contact is unreachable)

Person to contact: _____

Relationship to Participant: _____

Best Phone Number(s) to Call: _____



Release and Waiver of Liability

PLEASE READ THIS CAREFULLY. THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR AND YOUR CHILD'S LEGAL RIGHTS.

Participant desires to participate in certain dance classes and activities of Sierra Madre Dance Center ("SMDC") and assures that he/she is in proper physical condition to take part in dance classes and activities at SMDC. Participant understands that there are risks of physical injury associated with, arising out of, and inherent to dancing and activities associated therewith. Participant understands that such risks simply cannot be eliminated, despite the use of safety, without jeopardizing the essential qualities of the activity. In recognition of this acknowledged risk of injury, and in consideration of being accepted into such dance classes or activities Participant hereby freely, voluntarily and without duress executes this release and waiver of liability under the following terms:

1. **Release and Waiver.** Participant does hereby release and forever discharge and hold harmless SMDC, its owners, operators, members, employees and agents for any and all claims or demands for damages, loss of services, costs, expenses, and causes of actions whatsoever, in any way resulting from any and all injury to Participant or property of Participant arising directly or indirectly out of Participant's participation in any and all activities of SMDC including, but not limited to, dance classes, competitions, travel to and from competitions or performances, and any and all activities associated or performed in conjunction with SMDC. Participant understands that this Release discharges SMDC from any liability or claim that the Participant may have against SMDC with respect to any bodily injury, personal injury, illness, death, or property loss or damage that may result from Participant's activities with SMDC, whether caused by the negligence of SMDC or its Members, employees, agents or otherwise. Participant also understands that SMDC does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to, medical, health, or disability insurance in the event of injury or illness
2. **Indemnification.** Participant agrees to indemnify and hold forever harmless SMDC, its Members, employees and agents from any and all injuries, damages, costs and attorney's fees whatsoever which may arise out of the Participant's participation in any SMDC activity or presence on the premises of the dance studio.
3. **Acceptance of Inherent Risk:** Participant expressly accepts and assumes all of the risks inherent in this activity or that might have been caused by the negligence of SMDC. My participation or my child's participation in this activity is purely voluntary and I elect to participate or allow my child to participate despite the risks. In addition, if at any time I believe that event conditions are unsafe or that I or my child am unable to participate due



to physical or medical conditions, then I or my child will immediately discontinue participation.

4. **Medical Treatment.** I, the undersigned parent or guardian of the Participant, hereby authorize SMDC and its owners, employees, independent contractors and other agents to consent to and authorize the emergency medical treatment of the below named Participant by a physician duly licensed under the provisions of the California Medical Practice Act or by a dentist duly licensed under the California Dental Practice Act. I understand that this Consent to Emergency Medical and Dental Treatment will be used by the SMDC only if it is unable to reach me within a reasonable period of time given the circumstances of the emergency. On behalf of myself, any other parents/guardians, and Participant, I forever release SMDC and its owners, employees, independent contractors and other agents from any and all liability related to the exercise of the authorization provided herein.
5. **Insurance.** Participant understands that, except as otherwise agreed to by SMDC in writing, SMDC does not carry or maintain health, medical or disability insurance coverage for any participant. Participant understands that it shall be Participant's sole responsibility to obtain his or her own medical or health insurance coverage for Participant. Participant represents that he/she has adequate insurance to cover any injury or damage he/she or his/her child may suffer or cause while participating in this activity, or else agrees to bear the costs of such injury or damage. Participant further represents that he/she or his/her child has no medical or physical condition which could interfere with Participant's or his/her child's safety in this activity.
6. **Agreement To SMDC Policies and Code of Conduct.** My signature below confirms that in addition to this Release and Waiver, that I, the undersigned parent or guardian of the Participant, have read and understood SMDC's Policies, Student Code of Conduct, and Parent Code of Conduct. SMDC reserves the right to drop students or families from enrollment for reasons not limited to: disruptive behavior, non-payment of tuition, violations of SMDC's Codes of Conduct, and/or extreme disregard for SMDC policies.
7. **Photographic Release.** It is understood SMDC reserves the right to use any photography and videotaping of a student's performance or classes for purposes of advertising, promoting or publicizing the studio. Participant does hereby grant and convey unto SMDC all right, title and interest in any and all photographic images and video or audio recordings made by SMDC during Participant's participation of any and all SMDC activities, and further consents to use Participant's photo or likeness in or on any form of advertisement for SMDC or a SMDC sponsored event. SMDC will not use Participant's name without the consent of the Participant or a parent/guardian.



8. **Miscellaneous.** This Release and Waiver of Liability shall be binding on the heirs, successors and personal representatives of the Participant. Participant expressly agrees that this Release and Waiver of Liability is intended to be as broad and inclusive as permitted by the laws of the State of California, and that this Release and Waiver of Liability shall be governed by and interpreted in accordance with the laws of the State of California. Participant agrees that in the event that any provision herein shall be held to be invalid by any court of competent jurisdiction, such provision is severable, and the invalidity of such provision shall not otherwise affect the remaining provisions of the Release and Waiver of Liability which shall continue to be enforceable to the full extent permitted under the law.

I have read the foregoing Release and Waiver of Liability and acknowledge that I understand that I am bound by the terms hereof by placing my signature herein. If Participant is a minor, the parent having legal custody and/or the legal guardian of the minor hereby represents and warrants that they have the legal authority to bind the Participant and such parent or guardian executes this release on behalf of the minor as well as the parent or guardian, and this release is binding on the child and all such parents and guardians.

Signature of Participant
or Parent Signature if Participant is under 18

Date

Parent's name (printed): _____

Parent's Phone number: _____

Email: _____

Participant/Child's Name: _____

Participant/Child's Birth date: _____