

LUNA DANCE INSTITUTE

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Studio Lab Policies 2016-17 for school-age program

Progression

Our teaching philosophy allows plenty of room for each child to work at his/her own level. We expect that the material in each course will benefit a child enrolling throughout the age span indicated. **We design all of our class curricula to develop over two full academic years.** Because children develop skills at different rates, progression looks different for each child. Please review our class descriptions and age categories in the brochure and call if you have questions regarding the most appropriate placement.

Year-long Program

Luna's program is designed to be year-long and dancers are encouraged to sign up for the full 29-week program, running September 14, 2016 – May 26, 2017. Enrollment for the full 29 weeks is **required** for Modern Dance Composition students.

- PLEASE NOTE the following dates when classes will not be held
 - Thanksgiving November 23 – 25, 2016
 - Winter Break December 12, 2016 – January 16, 2017
 - Presidents' Day February 20, 2017
 - Spring Break April 3 – 14, 2017
 - Memorial Day Weekend May 27-29, 2017
- ***Stay tuned for upcoming performance opportunities.***

Registration & Fees

Students are accepted on a first-come/first-served basis

- Fees: Fall-Spring \$465; Fall \$230; Winter/Spring \$330
- Discounts (highest applied): 5% sibling, 5% early-bird (before Aug. 31)
- There is a \$28.00 non-refundable annual registration fee per family
- There is a \$20.00 fee for all returned checks

Refund Policy

Class size is limited and group learning is important. Therefore, **we do not provide make-ups or refunds for any classes missed for any reason. No credit** will be given for missed classes. **No refunds** will be given. If the student needs to withdraw from a class due to extended sickness or injury, a credit will be given for the remainder of the classes in the semester.

Absences

Consistency is essential in building community and for individual artistic growth. If your child should be absent for any reason, please contact your teacher or Studio Lab Coordinator Amelia Uzategui Bonilla at 510.883.1118 or abonilla@lunadanceinstitute.org.

Tuition Assistance

Limited Tuition Assistance is available each semester to those who qualify. Please contact Studio Lab Coordinator Amelia Uzategui Bonilla at 510.883.1118 or abonilla@lunadanceinstitute.org for an application or more information.

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Observation

While families are welcome to sit in the waiting area, classes are closed to observation. We notice that children make different choices when being “watched.” Families are invited to be active observers at scheduled **observation days (to be announced)**, to keep the space safe for creative risk-taking.

Photography/videography

In order to protect the privacy of our families, photography/videography is **not allowed** in our studio classes or at events. Occasionally, studio teachers will take photos to share with families privately, or will invite parents to particular classes to photograph their child only.

Drop-ins

Families have sometimes inquired about “trying out a class.” Luna offers new students the chance to drop into a class September 22nd-October 21st and January 24-February 14th only with permission from Studio Lab Coordinator abonilla@lunadanceinstitute.org and for a \$20 drop-in rate, which can be applied to the tuition if interested.

Pro-rating

Luna does not pro-rate classes for those joining after the first day. Exceptions may be made on a case by case basis, at the discretion of the Studio Manager.

Teaching Staff

Luna Dance Institute is proud to have one of the highest qualified faculties in the California. Our rigorous certification process is two years with ongoing staff development. It includes child development theory, contemporary learning theories and dance instructional methods. Our goal is to keep classes and instructors constant within any academic year, but to rotate teachers from year to year within sites and age groups.

Attire

We suggest comfortable, loose clothing for all movement classes. Bare feet are required.

Punctuality & Entering Space

Entering a huge dance room once a class is already in progress can be intimidating for children. Timely arrival within 5 minutes before class will help make your child's transition easier. Students must be picked up on time. Children can be easily distracted when families enter/exit the space while class is in session. Please stay in designated waiting area during class time or pick-up child after class. **Luna does not provide before/after care.**

Site-specific rules

The dance studio is a sacred art-making space. Please keep your children under your supervision and in designated waiting area until the teacher brings them into the dance space. While water bottles are encouraged, other food and drink are **not permitted** in the studio space, and shoes must be kept off the dance floor. Please keep all cell phone conversations outside.