

Set in Stone Performing Arts Studio LLC

STUDENT / PARENT HANDBOOK



2025-2026 DANCE SEASON

Set in Stone Performing Arts Studio

At Set in Stone Performing Arts Studio, we understand that you have multiple choices when it comes to investing in your child's dance education. We appreciate the opportunity to provide your child with a solid dance foundation that fosters respect and appreciation for the art of dance. Our dedicated team is committed to helping each student achieve their fullest potential, whether they aspire to become a professional dancer or are pursuing dance as a recreational activity. We believe in the value of hard work, which not only leads to dance achievement but also instills discipline that serves students in all aspects of life.

We prioritize excellence tailored to each student's age and interests, ensuring that all dancers receive equal attention and support. Achieving these goals requires a collaborative effort from students, parents, teachers, and staff alike.

Policies

Our policies have been thoughtfully developed to provide clarity and consistency in your child's dance training experience at Set in Stone Performing Arts Studio. These policies draw on years of experience in dance instruction and are designed to support your child's growth and development in dance.

Be sure to check studio yearly calendar for important dates, including but not limited to, performance dates, events conventions, competitions, tuition due dates etc. The google calendar on the STUDIO PRO APP will be regularly updated. Season Start Date - September 15th 2025

Registration

- Registration is done online through Dance Studio Pro. If you have questions or concerns, a member of our team is happy to assist you.
- Every parent must create a parent portal for their child(ren) through Dance Studio Pro.
- Enrollment requires a non-refundable registration fee of \$35 per child or \$60 per family and the first month's tuition.
- Download the **STUDIO PRO APP** and **enroll in Auto Pay for your monthly tuition charge.**

Enrollment

- Enrollment remains active until the end of each season.
- The 2025-2026 Fall Season runs from September 15th, 2025 to June 16th, 2026.
- Students are automatically considered withdrawn at the end of each season unless they re-register for the following season.

- The first month's tuition may be prorated if registration is received after the first of the month.

Class Sizes

Set in Stone strives to keep class sizes manageable to provide individual attention and quality instruction. We do, however, require a minimum of 5 students to run a class. We have the right to cancel any class due to lack of enrollment.

Absences

- To report an absence, log into the parent portal and follow the attendance section instructions.
- Missed classes can be made up within 30 days of the absence and within the current season.

Tuition

- Tuition is paid monthly to reserve a student's place in classes, regardless of attendance.
- No refunds or reductions are given for missed classes due to vacations, illness, holidays, etc.
- Tuition is due on the 1st of each month and considered late if not received by the 5th, with a \$10 late fee applied on the 6th.

Payments

- Payments are accepted via cash, Visa, MasterCard, Discover, and American Express.
- Unpaid tuition or fees may be charged to the credit card on file through Dance Studio Pro.

Withdrawals

- See Enrollment Contract for policy details.

Unpaid Balances

- Delinquent balances are subject to a \$10 late fee and may result in suspension of enrollment if unpaid for 10 days or more.

Freeze Policy

- In cases of serious injury or illness requiring a dancer to miss 3 or more weeks, tuition may be frozen for 1 to 3 months with a doctor's note.
- A freeze incurs a \$20 fee per month.

Class Changes

- Schedule changes must be requested via email to the office.
- No class changes are allowed after December 1st due to year-end Showcase planning.

Class Placement

- Students are placed in age and level-appropriate classes.
- Advancement to higher-level classes requires proper technique and instructor approval.

Private Lessons

- Private lessons are available and arranged directly with instructors.
- Prices vary based on lesson goals and instructor qualifications.

Mid-Year Showcase (Winter Recital)

- All students participate in a Winter Recital, tentatively scheduled for December 2025 TBD

Year-End Showcase (June Recital)

- Participation is optional but encouraged.
- Showcase fees are non-refundable and cover costume and participation costs.
- Dress rehearsals are mandatory and will be held during class times in May (TBD).

Recital Information

- The annual dance recital is tentatively scheduled for June 13th, 2026.
- A digital information packet with comprehensive details will be provided by March 1st.

Costumes

- Costume fees are \$100 per class, split into two payments (September and December).
- All classes except Technique Classes, Theatre Troupe, and Acting participate in the recital.
- Costumes are distributed starting in April once all students in the class receive theirs.
- Costume fees are non-refundable and non-transferable.

Recital Fees

- A recital fee of \$60 per child is billed on November 1st.
- This fee covers theatre rental for Winter and June shows and includes a recital T-shirt.
- Recital fees are non-refundable and non-transferable.

Theatre Troupe Performances

- Theatre Troupe members have two performances: January and June 2026. Date TBD
- A \$60 stage fee per child is billed on November 1st and includes a T-shirt for the June show.

Competitive Showcase

- The Competition Team's showcase will be between January/February 2026 – Date TBD
- Dancers in multiple programs (Competition Team, Dance Classes, and Theatre Troupe) only pay one stage/recital fee.

Holidays and Weather

- The studio observes specific holidays with no classes held.
- In case of inclement weather, notifications will be sent via email and social media.

Make-Up Class Policy (Recreational Students)

- Recreational students may attend up to 6 make-up classes per year.
- Make-up classes must be scheduled within 30 days of the missed class and within the studio year.
- Email the office to schedule make-up classes.
- Unused make-up classes cannot be carried over to the next year.

Interruption of Services

- In unforeseen circumstances, classes may transition to remote learning or be suspended temporarily.
- Tuition will be adjusted accordingly.

Lost and Found

- Lost items are kept in the lobby and cleared out monthly.

- Set in Stone is not responsible for lost or stolen items.

In the Studios

- Dancers should wait in the lobby or hallway until the teacher arrives and opens the studio for class. Running in the studio, lobby, or hallways is not permitted for safety reasons. Dancers are responsible for any items they break and must cover the cost of repairs.
- Phones, Apple Watches, and other electronics are not allowed in the studio during class time to maintain a focused environment.
- Food and drinks (except closed-top water bottles) are strictly prohibited inside the studios.
- Consistent attendance is essential for dancers to reach their full potential, especially in the month leading up to showcase performances.
- Dancers should arrive a few minutes early to prepare for class. Regular tardiness may result in a request to transfer to another class to minimize disruptions.
- Recording or posting videos of choreography on social media requires prior permission from the instructor/choreographer.
- No food or drinks (other than water) permitted in the dance rooms.
- No outside shoes are permitted on the Marley/Spring Floor.

In the Lobby Areas

- Please keep noise to a minimum to avoid disrupting classes.
- Our front lobby staff are available to assist with inquiries and phone calls. Please be mindful that voices carry into the studios.
- Help maintain cleanliness by disposing of trash properly in designated receptacles throughout the studios, lobby, restrooms, and dressing areas. Diapers and large food containers should be wrapped and disposed of in the provided trash cans.
- Eating is not allowed in the front lobby or dressing rooms. An area is available in the student locker room for snacks or homework between classes.
- Set in Stone Performing Arts Studio is not responsible for unattended students or siblings in the lobby areas. Parents should not drop off young dancers more than 10 minutes before class without supervision. Dancers under 8 years old should not be left unattended for more than an hour between classes.
- Young children should remain supervised and within arm's reach of their parents when not in class. Please do not allow children to play in the water fountain and ensure restroom and lobby areas remain clean.
- Parents of dancers in Creative Movement and Preschool Combo classes are asked to stay in the lobby to assist with water breaks and restroom emergencies. To reduce distractions, please keep doorways clear and wait in the lobby until your child's class is finished. Dancers should use the restroom before class to minimize disruptions.

Student Conduct and Etiquette

- We maintain a zero-tolerance policy for bullying, harassment, or disrespectful behavior. All dancers, families, and staff deserve to be treated with kindness and respect.
- Dancers are expected to be courteous to their instructors, fellow students, and staff at all times.
- Any instances of bullying or inappropriate behavior will be addressed immediately and may result in disciplinary action, including removal from class or dismissal from the studio.
- Dancers should uphold a positive and supportive environment, encouraging one another both in and out of class.

Dress Code Policy

To maintain a respectful, safe, and inclusive learning environment, students are expected to follow the dress code outlined below. This dress code promotes personal expression while ensuring attire is appropriate for the educational setting.

Suggested Dance Class Attire:

1. **Ballet:**
 - Female students: Solid-colored leotard, pink or skin-tone tights, and ballet slippers. Hair must be secured in a bun.
 - Male students: White fitted t-shirt, black ballet tights, and ballet slippers.
2. **Jazz:**
 - Fitted dance wear (leotard or tank top with leggings or jazz pants). Jazz shoes are required.
 - Hair must be pulled back from the face.
3. **Contemporary/Lyrical:**
 - Form-fitting dance attire (leotard, fitted top, or unitard with leggings or dance shorts). Bare feet, foot paws, or lyrical shoes are required.
 - Hair must be pulled back.
4. **Hip-Hop:**
 - Loose, comfortable clothing that allows movement (sweatpants, t-shirts, or tank tops). Clean sneakers with non-marking soles are required.
 - No jeans or restrictive clothing.
5. **Tap:**
 - Fitted dance attire (leggings, jazz pants, or dance shorts with a fitted top). Tap shoes are required.
6. **Acro:**
 - Leotard or fitted athletic wear. No loose clothing. Bare feet are required for safety.

Safety Practices

Accidents and Injuries – In case of minor injuries, First Aid will be given at school. In cases of more serious injury or illness, parents (or if needed, the emergency contact) will be immediately notified. If they are unavailable, the designated teacher will make the decision for treatment based on the evaluation of the child and an incident report will be given to the parent.

Emergencies – In the event of a medical emergency, we will first call 911, and then the parents or guardian will be contacted as soon as possible. If the parent/guardian cannot be reached, the directions given on the application form will be followed.

Communication

Effective communication is essential. Parents are encouraged to check the STUDIO PRO APP, check their emails, the website and social media for updates and to schedule appointments for discussions.

Parent/Visitor Conduct

Respectful conduct is expected at all times. Parents should refrain from entering classrooms without invitation and ensure siblings and visitors adhere to studio rules.

Drop-off/Pick-up

Students should arrive and be picked up on time. Young children must be supervised inside the studio premises. Thank you for entrusting Set in Stone Performing Arts Studio with your child's dance education!

Signatures:

Set in Stone Performing Arts Studio

Student & Parent Handbook – Signature Page

I, the undersigned, release Set in Stone Performing Arts Studio from liability for any injuries sustained by the student listed below and grant permission for necessary medical care. I waive all claims against the studio for damages during classes or on studio premises. I authorize the use of photos and videos for promotional purposes. I agree to abide by

studio rules and understand the continuous enrollment policy unless written notice of withdrawal is provided by the 20th of the month.

Student Name: _____

Guardian Signature: _____ Date: _____

Administrator Signature (Set in Stone Performing Arts Studio):

_____ Date: _____

Please retain a copy of this contract for your records.



TUITION COSTS 2025-2026:

MUST REGISTER IN PERSON TO RECEIVE ASSOCIATED COMPETITION TEAM OR THEATRE TROUPE DISCOUNTS.

Monthly Class Costs		
# Weekly Classes	Costs	
1	\$65.00	
2	\$120.00	
3	\$155.00	
4	\$190.00	
5	\$215.00	
6	\$240.00	
For each additional class over 6 classes for recreational students	\$25.00	Each
Sibling Discounts	Discounts are available for additional children, inquire within	
Theatre Troupe (Billed Separately)	\$1,200 for the year	<p>\$120 a month (10 equal payments)</p> <p>Pay in full receive 5% off - \$1,140</p> <p>Enroll on a Competition Team or more than 3 classes and Add Troupe for \$60 additionally per month to your tuition cost - (10 Equal Monthly Payments)</p>
The Pebble Stone Company (3-6)	105.00	<p>(1) 45-Minute Ballet/Tap/Tumble Class</p> <p>(1) 30-minute Pebble Stone Choreography Class</p>
Precious Stones Tuition (6-9)	Follow the Weekly Class Count	Minimum of 2 classes required
Gemstone, Rhinestone and Diamond Company Tuition	<p>\$240.00</p> <p>Competitive team payment options available</p>	<p>Minimum of 6 classes required , unlimited classes allotted</p> <p>Competitive dancers have the option to do the 11-Month Payment Plan, the 10-month payment plan or 5% if paid in full for tuition only</p> <p>5% off - Paid in Full - \$2280</p>

		5% off – Paid in Full with Theatre added – \$2,850 10 equal payments – \$240 per month , \$300 per month with Theatre (9/15-6/15) 11 equal payments – \$218 per month, \$273 per month with
30 Min Private Lessons	\$50.00	
60 Min Private Lessons	\$80.00	
Recreational Solo Setting Fee	\$225.00	Includes up to 3 hours of setting time to set the piece

One Time Required Costs	
Type	Cost
Fall Registration	\$35.00 per child , \$60.00 per family
Costume Fees	\$100.00 per costume (Split into 2 payments – Sept 2025 and December 2025)
1X Recital / Stage Fee pulled with the November Tuition	\$60.00

2025 - 2026 COMPETITION FEES:

Competitive Solo Setting Fee	\$250.00	Includes up to 3 hours of setting time to set the piece
Competitive Duo/Trio Setting Fee	\$250.00	to be divided by each dancer in the piece includes up to 3 hours of setting time to set the piece
Specialty Group Setting Fee	\$50.00	per dancer in the group , paid in full at time of setting
Specialty Group Rehearsal Fee	\$25.00	per dancer, per hour, per specialty dance, in the piece , paid in full at time of rehearsal - Min. of 2 - 3 rehearsals before competition
Solo	\$190.00	per entry per dancer per comp
Duo / Trio	\$95.00	per entry per dancer per comp
Small Group and Large Group Routines	\$80.00	per entry per dancer per comp
National Solo Title Contestant	\$275.00	Title Contestant, cost includes the SOLO Cost for chosen solo registering
Dance Convention	\$350.00	Per dancer attending the Convention ONLY, per convention to participate accounts must be up to date

MANDATORY for Competitive Team (Must Choose from one of the 2 options at registration)

<u>Competition Bundle Start Up Gear Option 1</u>	<u>\$175.00</u>	Includes: Sweatshirt, Sweat Pants, T Shirt, Custom Jacket w/ Name Embroidery, Duffel, and Garment Bag
<u>Competition Bundle Start Up Gear Option 2</u>	<u>\$150.00</u>	Includes: Sweatshirt, Sweat Pants, T Shirt, and Custom Jacket w/ Name Embroidery

COSTS FOR ADDITIONAL MERCHANDISE:

Type	Cost	Notes
Personalized 40 oz. Stanley Tumbler, engraved with the Set in Stone Logo and Dancer Name	\$40.00	Will be available to purchase online. Dates for bulk orders will be given in advance. Please allow 3-4 weeks for delivery of your items once the orders have been placed.
T Shirt	\$20.00	See above
Hoodie	\$35.00	See above
Sweatpants	\$35.00	See above

