

# MOBILE BALLET SCHOOL POLICIES



Thank you for choosing Mobile Ballet! Please carefully review the following policies and information which help ensure the best experience for each student.

## COMMUNICATIONS

**Studio Pulse:** Updates and reminders are sent throughout the school year to the email address provided during online registration in the Studio Pulse system. Check your SPAM folder and add Mobile Ballet emails to your 'preferred sender' list to ensure that you receive all communications. Emails from Studio Pulse will be from "MOBILE BALLET, INC".

**Remind App:** Mobile Ballet uses the Remind app, which is a text messaging platform to communicate easily with student families. Parents will receive information about Remind upon registration.

**Email and Phone:** The general email address for contacting Mobile Ballet is [info@mobileballet.org](mailto:info@mobileballet.org). The phone number for the Mobile Ballet main office and Mobile Studio is 251-342-2241. The number for the Eastern Shore Studio is 251-626-8932.

## TUITION, FEES, PAYMENT & ATTENDANCE

**Registration Fee:** All students must register for each school year. A discount on registration is offered to returning students registering by the early registration deadline for the upcoming school year and they are given priority in class placement. Registration fees also include a Mobile Ballet T-shirt. Please select your requested T-shirt size during registration.

Student	Registration Fee	Sibling
New	\$ 55	\$ 45
Returning, if registered by early deadline ( <i>JULY 31, 2024</i> )	\$ 45	\$ 35
Returning, if registered after early deadline	\$ 55	\$ 45

**Tuition:** Tuition is based on the total yearly cost for classes. Tuition may be paid in full upon registration; or for convenience and affordability, payments for annual tuition may be made in monthly installments. On the monthly installment plan your annual total is divided into 9 monthly payments (see additional info in Payments section below).

*There is a five percent (5%) discount for annual tuition paid in full by September 1.*

Parents are financially obligated by the terms of registration to pay for their full annual tuition for the dance season. Monthly tuition is never prorated but is determined from an average of entire classes for the year. There is no reduction in tuition for months with holidays or due to absence or illness. Fees and/or tuition are not refundable, including costume fees.

**Family Discount:** A discounted rate is offered to siblings of registered students. The child taking the most classes per week pays full tuition and fees. Each additional sibling receives a 5% discount.

### Tuition Schedule:

*Class prices are based on length of the class, and a percentage discount is given based on number of classes taken.*

Class Length (in hours)	Class Price	Class Types
0.75	\$65.00	All Primary classes, Conditioning
1.00	\$70.00	All Level 1 & 2 classes, Pointe, Jazz, Contemporary, Tap
1.25	\$75.00	Levels 3, 4 and some 5 & 6 Ballet classes, Level 3-6 Jazz-Tap combo
1.50	\$80.00	Most Level 5 and up Ballet classes

Number of Classes Per Week	Discount
2	10%
3	25%
4	35%
5	40%
6	45%
7	45%
8 & up	47.5%

**Payment:** Monthly tuition payments are due the 1<sup>st</sup> of each month. A late fee of \$15 will be assessed if payment is received after the 10<sup>th</sup>. After completing online registration, you may access your password-protected student account and pay tuition online by bank draft or by credit / debit card (payment site works best on desktop, laptop, or tablet).

Payments are also accepted in the office during office hours. We accept American Express, Discover, MasterCard, Visa, bank draft, check, and cash. A tuition drop-box is also provided in the lobby for check or cash payments; please be sure to include student's name on payment envelope.

**Automatic recurring payment** by bank draft or by credit or debit card is strongly encouraged! This is a simple, convenient way to be sure your monthly tuition payments are made on time. In Studio Pulse, you can easily select the automatic payment option.

**Please note: the system defaults to the auto-pay option during registration, please update your preferences if you prefer to make payments manually each month.** The office staff can also assist with payment setup.

**Credit Card Payment Fees:** Beginning June 2023, a 3% surcharge will be assessed on all Visa, MasterCard, Discover, and American Express credit card payments. You can avoid this additional fee by paying via ACH/e-Check.

**Returned Payment Fee:** A fee of \$25 per item will be assessed if any check or ACH/e-Check payment is returned or not honored.

**School Fees:** There are several fees payable throughout the year based on participation in our exciting performance opportunities! Performing is an important part of dance training and we encourage students to take advantage of all performance opportunities offered at their Level.

Like tuition, fees can be paid through your password-protected student account by bank draft or with a credit or debit card. Fee payments are also accepted in the office. Each student's account must be paid in full for current tuition due and applicable fees in order to participate in performance opportunities.

Level	Performance	Participation Fee	Sibling Participation Fee	Costume Fee
All Students	Showcase	\$ 150 (Includes 6 tickets)	\$ 100 (Incl. 2 additional tickets)	\$ 120 / \$30 Ballet / Jazz, Tap, Cont.
Company and Junior Company	Showcase	\$ 150 (Includes 6 tickets)	\$ 100 (Incl. 2 additional tickets)	\$ 80 (Rental)
All non-Company and Children's Roles	Mobile Ballet Productions	\$ 60	\$ 40	\$ 80 (Rental)
Non-Mobile Ballet Students	Mobile Ballet Productions	\$ 150	N/A	\$ 80 (Rental)

**Absences:** We do not prorate tuition for sickness, holidays, or days missed for personal reasons. If your child must miss a class due to an illness or another approved reason and would like to "make up" the class, please see the studio office staff or email [info@mobileballet.org](mailto:info@mobileballet.org) to make proper arrangements. We encourage you to call the office at (251) 342-2241 if your child is ill or unable to attend class so that we may notify the faculty.

**Promptness:** Students should be in their designated spot in the lobby by **5 minutes prior to stated time for class to begin**, dressed in proper uniform with hair in bun or pulled back from face if too short for a bun. Please allow for restroom time prior to the beginning of class.

## UNIFORMS

Mobile Ballet School students are required to wear the uniform assigned to their level for all classes. (Jazz, tap, or contemporary students may wear black jazz pants, black leggings, or black shorts with their uniform leotard; and black tap and jazz shoes.)

**Uniforms are available to purchase at *The Dance Shop*, 517 Holcombe Ave, Mobile, AL 36606. Phone: (251) 473-3623**

**Girls:** pink ballet tights and shoes; and leotard and skirt from the chart below

**Boys, all levels:** white, tight-fitted t-shirt, black footed tights, black ballet shoes, and a dance belt (when necessary)

LEVEL	BRAND	LEOTARD	SKIRT	COLOR
Primary 3, 4, & 5	<i>Eurotard</i>	# 44285 Bow Back Cap Sleeve Dance Dress, with MB logo	n/a	Pink
Levels 1 and 2	<i>Eurotard</i>	# 44286 Bow Back Cap Sleeve Leotard, with MB logo	#06121C skirt	Light Blue
Levels 3 and 4	<i>Eurotard</i>	# 44264 Princess Seam Tank Leotard, with MB logo	#06121 skirt	Purple
Levels 5 and 6	<i>Eurotard</i>	# 44264 Princess Seam Tank Leotard, with MB logo	#06121 skirt	Royal Blue
Levels 7 and up	<i>Eurotard</i>	# 44264 Princess Seam Tank Leotard, with MB logo	Bullet Pointe brand skirt	Black
Company	<i>Eurotard</i>	# 33794 Wrap Front Leotard, with MB logo	#06121 skirt	Eggplant
Company	<i>Eurotard</i>	# 33794 Wrap Front Leotard, with MB logo	--	Black

## **ADULT BALLET STUDENTS**

**Registration Fee:** There is not a registration fee for Adult Ballet classes at Mobile Ballet.

**Tuition:** Annual tuition is based on the number of classes per week and is divided into monthly payments for your convenience. Tuition is due the 1<sup>st</sup> of each month. A late fee of \$15 will be assessed if tuition is received after the 10<sup>th</sup>. See above "Payment" section for payment options.

1 class per week \$65 per month

2 classes per week \$100 per month

3 classes per week \$135 per month

4 or more classes per week \$160 per month

**Drop-in Classes:** All Adult Ballet classes at either studio can be attended as Drop-in classes at the rate of \$20 per class. Dancers must still be registered in Studio Pulse. Payment is required before each class and can be paid online or in the office.

**Fees:** The only additional fee for Adult Ballet students is an optional \$25 Showcase Participation Fee due in April.

**Uniforms:** Adult Ballet classes at Mobile Ballet do not require a specific uniform. However, we recommend the following:

**Ladies:** pink ballet tights and shoes; and leotard and skirt of any solid color

**Men:** white t-shirt, black footed tights, black ballet shoes, and a dance belt

## **WITHDRAWAL POLICY**

Enrollment for the school year means that we are counting on your child's attendance and participation and have planned accordingly. If you are considering withdrawal from a class or the school, we encourage you to make an appointment to discuss this with your child's teacher or the School Director at your studio location.

Withdrawal requests must be made in writing to [info@mobileballet.org](mailto:info@mobileballet.org). One month's notice is required. Billing to your child's account will continue until written notice is received and during the 30-day notice period.

## **NOTICE OF NON-DISCRIMINATION POLICY**

Mobile Ballet admits students of any race, color, gender, sexual orientation, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded to or made available to students. It does not discriminate on the basis of race, color, gender, sexual orientation, or national and ethnic origin in administration of its education policies, admissions policies, scholarship programs, or any other programs.

## **HOLD HARMLESS AGREEMENT**

Dancing is a strenuous physical activity and injuries, although not frequent, do occur. By enrolling yourself / your child in dance classes at Mobile Ballet, Inc. and by participating in the Mobile Ballet Company, you assume the risk, if any, for any injuries you / your child may incur while engaged in dance classes, performances, public appearances or other related activities, including, but not limited to, necessary travel. By your signature below, you agree to HOLD HARMLESS Mobile Ballet, Inc., its officers, directors, agents, servants and employees from any liability or fault for any injuries you / your child may incur while engaged in dance classes, performances, public appearances and/or related activities, including, but not limited to, necessary travel.

## **PHOTO/VIDEO RELEASE**

I understand that photographers, television crews, representatives of the media, and/or staff of Mobile Ballet, Inc. or its contractors will sometimes be present photographing, filming, or otherwise recording activities at the School and/or activities participated in by students at the School and the Mobile Ballet Company. I agree to permit Mobile Ballet, Inc. and its designees to use the photographic likeness, video and television recordings, artistic, musical, and written work (the "Likeness and Work") of the Student for Mobile Ballet, Inc. purposes. I knowingly and voluntarily agree to hold harmless Mobile Ballet, Inc. regarding the reproduction, publication, or other use of the Student's Likeness and Work, and further acknowledge and agree that by signing this Agreement, I waive any claim or cause of action I otherwise might have against Mobile Ballet, Inc. regarding such usage or damages resulting there from.

## MOBILE BALLET CODE OF CONDUCT

It is the policy of Mobile Ballet to maintain a positive and productive learning environment for all students. As part of their training, students are expected to show their respect for their instructors, fellow dancers, the studio, and themselves, by adhering to the Mobile Ballet Code of Conduct. All students and parents are expected to behave with respect and integrity at all times and to follow all rules and policies established by Mobile Ballet.

- Students are expected to attend all regularly scheduled classes, rehearsals, and performances. Illness or injuries must be communicated to Mobile Ballet as soon as possible. Repeated excused or unexcused absences may be grounds for dismissal or recasting.
- Students must be respectful of their teacher and peers at all times. Inappropriate or disrespectful behavior or language will not be tolerated.
- Students must abide by Mobile Ballet's Anti-Bullying Policy (below).
- When entering and leaving the studio, students of all levels must wear appropriate clothing over their uniform. Street shoes are required outside of the studio. For security reasons, students are required to remain inside the building when waiting for pickup.
- Do not record or photograph anything without permission. Photographing and filming is prohibited in changing rooms or bathrooms.
- Mobile Ballet prohibits the use, consumption, possession, purchase, or sale of alcohol, tobacco products, or drugs by students on school property or at any school function.
- Students should show respect for the Mobile Ballet studios and property by keeping the halls, lobby, restrooms, and parking lot clean and free of trash.
- Mobile Ballet students are expected to set a positive example within the studios and on the premises of Mobile Ballet, as well as while representing Mobile Ballet in the community. Be mindful that your behavior outside the studio, including on social media, remains in keeping with Mobile Ballet's Code of Conduct. Please remember – it is a privilege to participate in ballet classes and performances, and dancers should behave accordingly.
- Students are expected to follow appropriate Etiquette for Dancers:
  - Arrive with adequate time to prepare and be on time for class.
  - Be in class uniform, with hair in a neat bun, and without jewelry (except stud earrings).
  - If you are late to class for any reason, stand at the door of your studio until the teacher acknowledges you and permits you to enter.
  - If you will need to leave class early for any reason, notify your teacher before the beginning of class.
  - Do not eat, drink, or chew gum in the studios. Only water bottles are permitted.
  - Talk with friends before or after class, not during. Use quiet voices in the lobby area to be respectful of other classes.
  - Stand still and straight and give your instructor your full attention.
  - Listen and do not talk while the teacher is talking.
  - Do not sit, lean, climb, or hang on the barre.
  - Be attentive at all times, especially when waiting for your turn.
  - Raise your hand and wait to be acknowledged if you have a question.
  - Promptly implement corrections from your instructor.
  - Take every correction even if it wasn't directed to you.
  - Refrain from correcting others.
  - Respect the personal space of others.
  - Phones or other electronics are not permitted in the studios during classes.
  - Never wear dance shoes outside the studio, and never wear street shoes in the studio.
  - Applaud and thank your instructor at the end of every class.
  - Have a positive attitude, try your best, don't give up, and be an encourager to your fellow dancers.

## ANTI-BULLYING POLICY

At Mobile Ballet, everyone has a right to learn and develop in a positive, respectful environment. We promote integrity, inclusion, kindness, respect, leadership, and discipline.

Mobile Ballet is committed to anti-bullying. Bullying will not be tolerated in any form -- direct or indirect, physical, emotional, social, verbal, written, electronic, or otherwise -- and may result in dismissal from the studio.

We define bullying as any behavior that detrimentally targets another person. Bullying physically or emotionally harms another, targets another for any actual or perceived characteristic, or creates a hostile environment at the studio.

Mobile Ballet's anti-bullying policy is applicable to our students, dance families, staff, and employees. Each person contributes to creating an excellent dance environment for all participants, and all are expected to adhere to these standards.

If any student or parent wishes to report a bullying incident, you may do so anonymously by dropping a note in our payment box in the lobby, or filling out the online form at the following link: <https://forms.gle/AAAasFqaSRcr8kvG9>. If you wish to report anonymously, we just ask you to provide information about the date, time, location, and details of the incident.

Each situation is unique and will be addressed with urgency, proactivity, and sensitivity by Mobile Ballet leadership.

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### Questions?

Our main office in Mobile is open Monday – Friday, 9:00 a.m. – 5:00 p.m. and can assist you regarding questions for both our Mobile and Eastern Shore studio locations. Please call (251) 342-2241 or email [info@mobileballet.org](mailto:info@mobileballet.org) for assistance.

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**ADDENDUM:  
MOBILE BALLET STUDIO POLICIES AND PROCEDURES  
COVID-19 ASSUMPTION OF RISK, RELEASE AND WAIVER**

Revised 5-31-2022

*\*The following policies and procedures are required for studio attendance, and are subject to revision at any time according to local conditions. Any updates will be provided via student email and posted on social media.\**

*We each have a responsibility to follow good health guidelines to prevent the spread of COVID-19. Everyone entering this building must adhere to these guidelines to ensure a safe and healthy environment for all. Thank you for your patience and cooperation.*

**MANDATORY CRITERIA FOR CLASS PARTICIPATION**

- Students, teachers, and staff should self-monitor for signs of illness, should stay home when they have signs of any infectious illness, and consult a healthcare provider for testing and care.
- Parents should immediately inform Mobile Ballet and keep their child out of class if student or any member of student's household develops symptoms of COVID-19, is diagnosed with COVID-19, or is exposed to anyone diagnosed with COVID-19.
- **Anyone who has tested positive for COVID-19, or who has had close contact with anyone diagnosed with COVID-19, must follow quarantine guidelines currently recommended by the CDC. In addition, students must be symptom-free and must be fever-free without fever-reducing medication for 24 hours prior to returning to class.**
- Dancers, faculty, and staff should only be at the studios if feeling completely well with no symptoms of illness.
- Anyone failing to comply with safety protocols or engaging in conduct that threatens the health or safety of others may be asked to leave the program.

**STUDIO POLICIES & PROCEDURES**

- Mask usage is currently optional at the Mobile Ballet studios, according to individual preference. Mask policies may be re-evaluated at any time.
- Hand sanitizer is provided, the facility is cleaned and sanitized on a regular basis, and air purifiers are used in each studio.
- Everyone should continue to be mindful of social distancing, practice good hygiene measures of frequent handwashing and covering sneezes and coughs, as well as following appropriate health and safety guidelines outside the studio.

**Parents:**

- If your child or any of your family members show symptoms of any illness, notify the office and keep your dancer at home.
- Please arrive on time for drop-off and pick-up for smooth transition between classes.
- Remind your dancer of his/her responsibilities listed below.

**Dancers:**

- **Follow all rules in the Mobile Ballet Code of Conduct at all times (see attached).**
- Follow all current studio rules regarding health and safety guidelines, masks, and social distancing.
- Sanitize hands upon entering building, before and after each class, and as needed.
- Avoid touching your eyes, nose, and mouth at all times; appropriately cover coughs and sneezes.
- Bring your own full water bottle.
- Do not share water bottles, clothing, cosmetics, equipment, or electronic devices.

## COVID-19 ASSUMPTION OF RISK, RELEASE AND WAIVER OF LIABILITY AGREEMENT

### ASSUMPTION OF RISK

Mobile Ballet is permitting individuals to enter our studios under the condition of following established safety guidelines during the COVID-19 pandemic. Mobile Ballet has put in place preventative measures to help reduce the spread of COVID-19, and follows any current federal and state health recommendations, guidelines, and ordinances. Regardless of precautions taken, due to the inherent risk of exposure that exists in any public place where people are present, it is impossible to guarantee that you and/or your child will not become exposed to or infected with COVID-19.

Parents and students are expected to self-monitor daily for any symptoms that could be attributed to COVID-19, and to immediately inform Mobile Ballet and discontinue classes if student, or any member of student's household, develops symptoms of COVID-19, is diagnosed with COVID-19, or is knowingly exposed to anyone diagnosed with COVID-19. Anyone who has tested positive for COVID-19 or who is showing any symptoms of illness must stay home until requirements for returning to studio have been met.

Please be aware that due to the seriousness of exposure to COVID-19, Mobile Ballet may need to inform others who came in close proximity to an infected student, without identifying the student by name. Mobile Ballet will respect the privacy and confidentiality of any student who reports an illness.

**By signing this agreement, you acknowledge the contagious nature and risks of COVID-19 and you acknowledge that you and/or your child voluntarily participate at your own risk. By signing below you also agree to comply with all safety protocols.** Anyone failing to comply with safety protocols or engaging in conduct that threatens the health or safety of others may be asked to leave the program.

### RELEASE AND WAIVER

I understand that while Mobile Ballet has undertaken reasonable steps to lessen the risk of transmission of COVID-19 in connection with its Services, Mobile Ballet is not responsible in any manner for any risks related to COVID-19 in connection with its Services. I understand that the World Health Organization has classified the COVID-19 outbreak as a pandemic. I further understand that COVID-19 is a highly contagious and dangerous disease, and that contact with the virus that causes COVID-19 may result in significant personal injury or death. I am fully aware that participation with Mobile Ballet (including any related travel) by me / my child carries with it certain inherent risks related to COVID-19 transmission ("Inherent Risks") that cannot be eliminated regardless of the care taken to avoid such risks. Inherent Risks may include, but are not limited to, (1) the risk of coming into close contact with individuals or objects that may be carrying COVID-19; (2) the risk of transmitting or contracting COVID-19, directly or indirectly, to or from other individuals; and (3) injuries and complications ranging in severity from minor to catastrophic, including death, resulting directly or indirectly from COVID-19 or the treatment thereof. Further, I understand that the risks of COVID-19 are not fully understood, and that contact with, or transmission of, COVID-19 may result in risks including but not limited to loss, personal injury, sickness, death, damage, and expense, the exact nature of which are not currently ascertainable, and all of which are to be considered Inherent Risks. I hereby voluntarily accept and assume, on behalf of myself / my child, all risk of loss, personal injury, sickness, death, damage, and expense arising from such Inherent Risks.

Furthermore, I represent and warrant that the student enrolling does not have any medical condition that might in any way hinder or prevent student from receiving the Services, including, to my knowledge, COVID-19. This COVID-19 Assumption of Risk, Release, and Waiver of Liability Agreement ("Agreement") shall be binding on my and my child's heirs, executors, administrators, successors, and assigns. I expressly agree that this Agreement is intended to be as broad and inclusive as is permitted by applicable laws, and that if any portion of this Agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect. This Agreement contains the entire understanding of the parties relating to the subject matter, and shall not be altered, modified, amended, waived or supplemented in any manner whatsoever except by a written agreement signed by both parties hereto or their duly authorized representatives. This Agreement may be executed, made and delivered electronically. To the maximum extent permitted by applicable law, I (a) covenant and agree not to elect a trial by jury with respect to any issue arising out of this Agreement or the Services that is triable of right by a jury, and (b) waive any right to trial by jury with respect to such issue to the extent that any such right exists now or in the future. I have read and understood this Agreement and enter into it voluntarily in consideration of the opportunity for me or my child to participate with Mobile Ballet.

**BY REGISTERING FOR ANY CLASS, EVENT, PRIVATE LESSON, OR OTHER ACTIVITY ONLINE OR IN PERSON AND SIGNING THIS AGREEMENT, YOU ARE STATING THAT YOU HAVE READ, UNDERSTAND, ACCEPT, AND AGREE TO ALL OF THE ABOVE CONDITIONS AND WAIVERS. PLEASE DO NOT HAVE YOUR CHILD/YOURSELF PARTICIPATE IN ANY CLASS OR EVENT UNLESS YOU ACCEPT AND AGREE TO ALL OF THE TERMS IN THIS AGREEMENT.**

Electronic Signature Consent:

By signing this agreement, you are consenting to use of your electronic signature in lieu of an original signature on paper. You have the right to request that you sign a paper copy instead, which we can have ready for you at your next studio visit. After consent, you may request a digital or paper copy of this waiver for your records. Your agreement to use an electronic signature with us for any documents will continue until such time as you notify us in writing that you no longer wish to use an electronic signature. There is no penalty for withdrawing your consent.

Parent Name: \_\_\_\_\_

Student Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Student Signature (over 18): \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_