

STUDIO POLICIES

● TRUE CREW'S INSTRUCTIONAL STAFF:

- Our instructional staff is Educated, Experienced, Certified, Qualified but most of all...Loving & Supportive... We are looking forward to teaching your children as our 2nd Decade on the Treasure Coast begins!!!!
- Our instructional staff consists of Adults, DEA certified instructors, DEA Lifelong members and many are multi-certified as educators as well. All of our instructors understand the true needs of children and strive to get them to believe and achieve beyond their own expectations!

● REGISTRATION:

- Is taken Mondays through Thursdays from 5:00 - 8:00 p.m.
- Our 2019-2020 Season begins Monday August 19, 2019 and runs through mid June 2020.
- We are a NO CONTRACTS Studio.
- We are a membership. Therefore, should the need arise to discontinue classes you are not stuck to a contract. ALL THAT IS REQUIRED is to DROP A WRITTEN NOTE to us explaining why you are discontinuing classes so that we can open up the space that was reserved for your child.
- We offer FAMILY, POLICE, FIRE, TEACHER and ACTIVE MILITARY DISCOUNTS!

● CLASSES:

- We specialize in Preschool and Combination Classes as well as offering Recreational Classes to all ages and levels. Not to mention.... our Nationally recognized Competitive Teams.
- Train with True Crew ... where Believing and Achieving work hand-in-hand with Integrity, Loyalty and Honesty!

● NOTIFICATIONS:

- All students are notified of ALL STUDIO EVENTS through this website, notices in the studio, as well as email notifications and social media of Facebook, Instagram and Twitter. It is the registered family's responsibility to stay UP-TO-DATE on ALL STUDIO EVENTS and make sure that the studio manager is always provided with any updated CONTACT INFORMATION such as email address or phone number changes.

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● CLASS CHANGES:

- In the event a student wishes to change classes from one dance genre to another, this is acceptable by filling out and signing a **CHANGE OF CLASS FORM** in the front office. Please remember, in order to participate in recital gala in June, the student must be committed to the class or classes that they will be performing in **NO LATER THAN November 1st.**

● ATTENDANCE:

- Students should attend every class as their progress and placement is dependent upon this. Students need to be properly prepared and dressed according to our Dress Code in order to participate. If a student must be absent, they should advise our Director, Ms. Toni through a phone call to the studio 772-879-2739 (CREW) or email at truecrew.mstoni@gmail.com. If it is necessary for your student to miss a class, they may schedule with Ms. Toni through email to come in to do a makeup class WITHIN 2 weeks of their missed class. Makeup classes are not offered during the months of May and June as they are the months we are finalizing performance routines.
- Students should be in the waiting area **READY** to go into class 5-10 MINUTES prior to their class and a **FAMILY MEMBER** should **COME INTO THE STUDIO** to drop off as well as pick up their student promptly following the end of their class/es.

● CALENDAR YEAR OF STUDIO:

- The studio is only closed on those dates specified on our Studio Calendar. All rates for classes have been determined through our yearly studio calendar, and therefore there are **NO MAKEUP CLASSES** for the days that the studio is **SCHEDULED AS CLOSED.**

● MONTHLY TUITION:

- Tuition is due by the 1st of the month. Any account whose payment is received after the 10th of the month will be automatically assessed a late fee of \$15.00.
- We accept, cash, check and all major credit cards. There is a \$5.00 processing fee for credit cards and Paypal.
- **RETURNED CHECKS:** will have a \$15.00 service charge applied to the balance due.

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- **WAITING ROOM:**

- Our waiting room is designed so that a parent or family member may view their child's class through our safety monitors. It is expected and appreciated that while in the waiting room, sound be kept to a minimum so as not to interfere with the classes going on in Studio A, B or C.

- **PARKING LOT:**

- Our parking lot is not designed as a play area and therefore there should not be any playing or running around outside. To that end, we are not responsible for any injuries that may occur outside of our studio in the parking area and your PARENTAL SUPERVISION is REQUIRED.