



Welcome to our True Crew Family! We are thrilled that you have chosen to trust us with your child at True Crew Dance Company for the 2020-2021 recreational season. At True Crew, we believe and achieve through honesty, integrity and loyalty.

Our dedicated staff is highly qualified and looks forward to giving your child a wonderful dance experience. We not only teach age-appropriate dance routines, we teach discipline and respect as well as self-confidence, team work and good sportsmanship. Our goal is to discover the unique gifts and talents of each dancer and develop them to their highest potential so that they may enrich their lives through dance.

Please read through this handbook carefully and sign and return the acknowledgement page at the end of the packet to the studio prior to or at your child's first class.

**When reading this STUDENT HANDBOOK, read across the rows to see requirements, and what is included.**

<p>2020-2021 <b>REGISTRATION</b> Aug 2020-June 2021</p>	<p>\$45.00. <b>INCLUDES</b> ... 1 DRESS CODE LEOTARD for classes EXCEPT HIP HOP (HIP HOP RECEIVES. HIP HOP DRESS CODE SHIRT), bag, bottle.</p>	
<p><b>TUITION:</b></p>	<p>Tuition is DUE the <b>1st</b> of the Month. An automatic late fee of \$15.00 is applied on the <b>10th</b> of the Month. Students with an account behind 1 month will be held out of class until all balances are paid to date.</p> <ul style="list-style-type: none"> <li>• A \$45 per student registration fee is due at the time of your child’s registration.</li> <li>• One dress code leotard <b>OR</b> shirt (for hip hop) is included with your registration fee.</li> <li>• The first month’s tuition (covering 1/2 of Aug. and 1/2 June tuition) is due at the time of registration/prior to 1st class .</li> <li>• Studio offered discounts do not apply to registration fees <b>OR ANY</b> expenses for items.</li> <li>• True Crew Dance Company offers sibling discounts, police, fire, teacher and active military discounts (proof required).</li> <li>• Tuition is due on or before the 1st of each month September through May. Should you wish to pay your yearly tuition upfront, you will receive a 5% discount on your tuition.</li> <li>• Tuition is based on the hours of instruction time for the season <b>AUGUST THROUGH JUNE, NOT the number of MONTHLY classes.</b></li> <li>• After the 10th of the month, late payments will be assessed a non-refundable \$15.00 late fee. This is automatically placed on the bill by the billing company and cannot be adjusted or removed once placed on the account.</li> <li>• Payments by check must include child’s first and last name, and payment details. When paying by cash, please use the Studio envelopes and fill out your students information.</li> <li>• Payments may be placed in the locked payment box in the studio or can be submitted at the front desk.</li> <li>• A \$30.00 fee will be charged for all returned checks.</li> <li>• Credit card payments are also accepted in the studio and on-line through our website, <a href="http://truecrew.org">truecrew.org</a>. ***A processing fee of \$5.00 per transaction will be applied to credit card payments.</li> <li>• We also accept CashApp, Venmo and ApplePay. 772-708-6564</li> <li>• Tuition is not pro-rated, refunded or credited for missed classes due to:             <ul style="list-style-type: none"> <li>• weather, holidays or personal or studio vacation closures.</li> </ul> </li> </ul>	
<p><b>ATTENDANCE:</b> <b>COVID 19</b> <b>ACCOMMODATIONS</b></p>	<p style="text-align: center;"><b>Attendance is EXPECTED &amp; RECOMMENDED at ALL Classes, Recreational Performances/Recitals.</b></p> <ul style="list-style-type: none"> <li>• To reach full potential in class, a student must attend on a consistent basis.</li> <li>• We expect weekly attendance from all of our students at True Crew Dance Company.</li> <li>• <b>Students should arrive ready, approx. 10 minutes prior to their scheduled class time. (**WHILE COVID/CDC accommodations are in place, WAITING ROOMS AND FRONT DESK WILL BE CLOSED proper social distancing will continue. Students will need to be dropped off at the front entrances of the studio. Students will have temperature taken in order to enter and be given hand sanitizer. Students wishing to wear masks are responsible for their items.</b></li> <li>• Students should use restroom prior to being called into class and will be reminded to wash hands.</li> <li>• Students MUST wait QUIETLY to be called into class.</li> <li>• If a student must miss a class, please notify the studio at 772-879-2739 or via email at <a href="mailto:truecrew.mstoni@gmail.com">truecrew.mstoni@gmail.com</a>.</li> <li>• Poor class attendance may result in dismissal from performances at the discretion of the instructor.</li> <li>• There are no credits or refunds for classes missed.</li> <li>• If your child has a contagious illness or is injured, please keep them home until they are recovered.</li> <li>• Students should rest until they can fully participate in class without risk of relapse or injury.</li> <li>• Tardiness/Lateness affects the entire class.</li> <li>• If LATE, students may only enter their class with the assistance of our Office Staff/Assistants.</li> <li>• In the case of serious illness/injury that would require a student to miss more than a month of class:             <ul style="list-style-type: none"> <li>• Request for Tuition to be waived MUST BE in WRITING.</li> <li>• Tuition may be waived as determined by the True Crew Dance Company Director.</li> <li>• This is on a case-by-case basis.</li> <li>• A Doctor’s Certificate requiring same MUST accompany the request.</li> </ul> </li> </ul>	<p><b>Dropped Classes</b></p> <ul style="list-style-type: none"> <li>• No refunds or partial credit will be issued for dropped classes after the 10<sup>th</sup> of the month. If after the 10th of the month, you are required to pay your tuition for the entire month regardless of the reason for dropping.</li> <li>• Class/es dropped after the 10th and not paid by the appropriate due date, still receive a LATE FEE.</li> <li>• If dropping a class, YOU are RESPONSIBLE to notify us via email at <a href="mailto:truecrew.mstoni@gmail.com">truecrew.mstoni@gmail.com</a></li> <li>• Once WRITTEN notice is received, your child will be removed from that class list and our billing records.</li> </ul> <p><b>Adding Classes</b></p> <ul style="list-style-type: none"> <li>• We always welcome enrolled students to try other dance classes at the studio.</li> <li>• We offer a free trial class for those students wishing to try another class.</li> <li>• The student must arrange for the trial class through the studio operations manager at the front desk.</li> <li>• Students wishing to add the class to their schedule must fill out a “CLASS ADD FORM”.</li> <li>• Any additional tuition associated with the class(es) will be due upon the addition of the class/es.</li> <li>• New classes are prorated when added at the end of the month.</li> </ul>

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<b>LEVELS OFFERED:</b>	<b>Approx. Age/Grade</b>	<b>CLASSES OFFERED</b>	<b>CLASSES OFFERED</b>	<b>CLASSES OFFERED</b>	<b>CLASSES OFFERED</b>	<b>CLASSES OFFERED</b>	<b>CLASSES OFFERED</b>
<b>PRESCHOOL</b>	Preschool Approx Age 2 1/2 - 4	<b>Combination Class: Acro, Tap,Ballet, Jazz.</b>	<b>Acrobatics.</b>				
<b>COMBO 1, 2, 3</b>	Kindergarten & Below Approx age 5-7	<b>Combination Class: Acro, Tap,Ballet, Jazz.</b>	<b>Acrobatics.</b>				
<b>LEVEL 1</b>	Grades 1, 2, 3 Approx age 7- 9		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>LEVEL 1/2</b>	Mix of Level 1 & 2		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>LEVEL 2</b>	Grades 4, 5, 6 Approx age 9-12		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>LEVEL 2/3</b>	Mix of Level 2 & 3		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>LEVEL 3</b>	Grades 7, 8, 9 Approx age. 12-14		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>LEVEL 3/4</b>	Mix of Level 3 & 4		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>LEVEL 4</b>	Grades 7 & Up Approx. age 14 & Up		<b>Acrobatics.</b>	<b>Ballet, Lyrical, Jazz, Contemporary, Modern, Yoga</b>	<b>Hip Hop &amp; Boyz Only</b>	<b>Tap</b>	<b>Musical Theatre</b>
<b>ADULTS</b>	Approx. Age 21 & Up			<b>Jazz, Yoga</b>			

<b>DRESS CODE:</b>	Students must be in full dress code including, tights, hair and shoes to attend class for the health and safety of all.						
<b>ATTIRE:</b>	<ul style="list-style-type: none"> <li>• Students should arrive at the studio in the proper attire for the class they are attending.</li> <li>• <b>Shirts are <u>not</u> permitted to be worn in class with the exception of Hip Hop and Boys.</b></li> <li>• See the chart below for required attire for each class and level.</li> <li>• SHOES/BAG/all articles of clothing <b>MUST</b> have your child's name clearly marked. True Crew Dance Company is not responsible. for any lost, broken or stolen articles. Students attending class <b>without</b> proper dress code, will be permitted to obtain a suitable acceptable dress code replacement item from the front desk, in order to participate in the class and it will be automatically applied to their account. Leos: \$5.00 Tights: \$10.00 Shorts: \$5.00 Skirts: \$5.00 Lightly Used Shoes: \$5.00</li> </ul>						
<b>HAIR/ JEWELRY:</b>	<ul style="list-style-type: none"> <li>• Hair <b>MUST</b> be pulled back, away from the face and secured in a slick ponytail or bun.</li> <li>• Buns are not permitted for Acrobatic classes.</li> <li>• Jewelry and additional accessories are not permitted in class and should be left at home.</li> <li>• Gum and Food are also not permitted in class or in the studio.</li> </ul>						
<b>CLASS HAIR &amp; ACCESSORIES</b>	For ALL classes, hair <b>must</b> be pulled back off the face neatly/slicked back into a <b>pony tail</b> or <b>bun</b> to participate in class. In ballet classes a <b>BUN</b> is recommended. <b>PHONES ARE NOT PERMITTED</b> in class, and True Crew is not responsible for loss of any items. Hanging/dangling Jewelry is <b>not permitted</b> for safety purposes.						
<b>OBSERVATION POLICY</b>	<ul style="list-style-type: none"> <li>• Parents are welcome to observe their child's class through the waiting room television screens. Please remember, the waiting room is to remain quiet and orderly.</li> <li>• Parents are not permitted to enter the dance class at any time. ***During COVID Guidelines, the waiting area will not be OPEN FOR OBSERVATIONS.</li> <li>• No students are permitted to enter the classroom if they are not participating in that class. When these students are waiting with you, they must be sitting and quiet.</li> </ul>						
<b>CLASSES:</b>		<b><u>Combination Class Info.</u></b>	<b><u>Acrobatics Info.</u></b>	<b><u>Ballet, Contemporary, Lyrical, Jazz, Modern, Yoga Info.</u></b>	<b><u>Hip Hop &amp; Boyz Info.</u></b>	<b><u>Tap Info.</u></b>	<b><u>Musical Theatre Info.</u></b>
<b><u>PRESCHOOL Studio Leotards &amp; Colors ONLY...no others accepted.</u></b>		<b>Girls:</b> Dress Code TCDC light blue leotard dress, suntan or pink tights <b>Boys:</b> Black track PANTS, TCDC shirt.	<b>Girls:</b> Dress Code TCDC LEO, may also wear black shorts. (if shorts worn over leotard, you do not need to wear tights for ACRO ONLY) <b>Boys:</b> Black track PANTS, TCDC shirt.				
<b><u>COMBO CLASS Studio Leotards &amp; Colors ONLY...no others accepted.</u></b>		<b>Girls:</b> Dress Code TCDC light blue LEO, may also wear black skirt for ballet, and black shorts for jazz and tap with suntan or pink tights . <b>Boys:</b> Black track PANTS, TCDC shirt.	<b>Girls:</b> Dress Code TCDC light blue LEO, may also wear black shorts. (if shorts worn over leotard, you do not need to wear tights for ACRO ONLY) <b>Boys:</b> Black track PANTS, TCDC shirt.				
<b><u>LEVEL 1, 2, 3 &amp; 4 Studio Leotards &amp; Colors ONLY...no others accepted.</u></b>		<b>Girls:</b> Dress Code TCDC Black LEO, may also wear black skirt for ballet, and black shorts for jazz and tap with suntan or pink tights. <b>Boys:</b> Black track PANTS, TCDC shirt.	<b>Girls:</b> Dress Code TCDC Black LEO, may also wear black shorts. (if shorts worn over leotard, you do not need to wear tights for ACRO ONLY) <b>Boys:</b> Black track PANTS, TCDC shirt.	<b>Girls:</b> Dress Code TCDC LEO. suntan or pink tights <b>Boys:</b> Black track PANTS, TCDC shirt. <b>Boys Ballet:</b> Black fitted pants, white tank	<b>Girls:</b> Black track PANTS, TCDC Hip Hop shirt. <b>Boys:</b> Black track PANTS, TCDC Hip Hop shirt.	<b>CO. CLASSES:</b> <b>Girls:</b> Dress Code TCDC LEO. suntan or pink tights . <b>Boys:</b> Black track PANTS, TCDC shirt.	<b>CO. CLASSES:</b> <b>Girls:</b> Dress Code TCDC LEO. suntan or pink tights. <b>Boys:</b> Black track PANTS, TCDC shirt.
<b><u>ADULTS</u></b>				Form fitting exercise clothing			

<b>REQUIRED SHOES</b>	<p>Required shoes for dance classes are to be purchased through the studio. All students must have their required shoes within 1 month of starting class in order to continue to take part in class. By purchasing through the studio, you are guaranteed to have the proper uniform shoes in with your child's class. Also, as we purchase the shoes through our distributor we can offer you the shoes at a discounted rate.</p> <p>Hip Hop shoes are purchased separately. You may use the link provided or purchase solid black sneakers like the ones provided for in the link.</p>						
<p><b>ORDERED through STUDIO. No others accepted.</b></p> <p><b>• PRESCHOOL no others accepted</b></p>	<p>Ballet: \$25.00 Tap: \$25.00</p>	<p><b>Ballet:</b> Split Sole Ballet: <b>PURCHASE through STUDIO</b> NO Ties. <b>Tap:</b> Slip on Black <b>PURCHASE through STUDIO</b> NO Ties.</p>	<p><b>Acro:</b> bare feet</p>				
<p><b>ORDERED through STUDIO. No others accepted.</b></p> <p><b>• COMBO CLASSES</b></p>	<p>Ballet: \$25.00 Tap: \$25.00</p>	<p><b>Ballet:</b> Split Sole Ballet: <b>PURCHASE through STUDIO</b> NO Ties. <b>Tap:</b> Slip on Black <b>PURCHASE through STUDIO</b> NO Ties.</p>	<p><b>Acro:</b> bare feet</p>				
<p><b>ORDERED through STUDIO. HIP HOP through link/or on own. No others accepted.</b></p> <p><b>• LEVEL 1</b></p>	<p>Ballet: \$25.00 Contemporary: \$35.00 Jazz: \$35.00 Hip Hop —Purchase on own or through link Tap: \$55.00</p>		<p><b>Acro:</b> bare feet</p>	<p><b>Ballet:</b> Split Sole Ballet: <b>PURCHASE through STUDIO</b> NO Ties. <b>Contemporary &amp; Modern:</b> Nude Capezio Spinners <b>PURCHASE through STUDIO</b> <b>Jazz:</b> Slip on Black Jazz <b>PURCHASE through STUDIO</b> <b>Tap:</b> Slip on Black <b>PURCHASE through STUDIO</b> NO Ties.</p>	<p><b>Hip Hop:</b> Adidas Grand Court <b>BLACK with white stripes and white sole OR SOLID BLACK SNEAKERS THAT LOOK THE SAME.</b> Sneakers: Kids Size shoes. <b>ORDER</b> adidas Kids' Grand Court Sneaker Black <a href="https://amzn.to/2BEfq9V">https://amzn.to/2BEfq9V</a></p> <p><b>Mens Size shoes.</b> <b>ORDER</b> adidas Men's Grand Court Sneaker Black/white <a href="https://amzn.to/3ipcjU5">https://amzn.to/3ipcjU5</a></p> <p><b>Womens Size shoes.</b> <b>ORDER</b> Adidas Women's Grand Court Sneaker Black/white/black <a href="https://amzn.to/3dUcZgE">https://amzn.to/3dUcZgE</a></p>	<p><b>Tap:</b> <b>LEVEL 2 &amp; UP:</b> Tie Black Full sole <b>PURCHASE through STUDIO.</b></p>	<p><b>Musical Theatre:</b> Slip on Black Jazz <b>PURCHASE through STUDIO</b></p>
<p><b>ORDERED through STUDIO. HIP HOP through link/or on own. No others accepted.</b></p> <p><b>LEVEL 2 &amp; UP</b></p>	<p>Ballet: \$25.00 Contemporary: \$35.00 Jazz: \$35.00 Hip Hop —Purchase on own or through link Tap: \$55.00</p>		<p><b>Acro:</b> bare feet</p>	<p><b>Ballet/Lyrical, Contemporary &amp; Modern:</b> Nude Capezio Spinners <b>PURCHASE through STUDIO</b> <b>Jazz:</b> Slip on Black Jazz <b>PURCHASE through STUDIO</b> <b>Ballet Technique:</b> Split Sole Ballet <b>PURCHASE through STUDIO</b> NO Ties. <b>Tap:</b> Slip on Black <b>PURCHASE through STUDIO</b> NO Ties.</p>	<p><b>Hip Hop:</b> Adidas Grand Court <b>BLACK with white stripes and white sole OR SOLID BLACK SNEAKERS THAT LOOK THE SAME.</b>Sneakers: Kids Size shoes. <b>ORDER</b> adidas Kids' Grand Court Sneaker Black <a href="https://amzn.to/2BEfq9V">https://amzn.to/2BEfq9V</a></p> <p><b>Mens Size shoes.</b> <b>ORDER</b> adidas Men's Grand Court Sneaker Black/white <a href="https://amzn.to/3ipcjU5">https://amzn.to/3ipcjU5</a></p> <p><b>Womens Size shoes.</b> <b>ORDER</b> Adidas Women's Grand Court Sneaker Black/white/black <a href="https://amzn.to/3dUcZgE">https://amzn.to/3dUcZgE</a></p>	<p><b>Tap:</b> <b>LEVEL 2 &amp; UP:</b> Tie Black Full sole <b>PURCHASE through STUDIO.</b></p>	<p><b>Musical Theatre:</b> Slip on Black Jazz <b>PURCHASE through STUDIO</b></p>
<ul style="list-style-type: none"> <li>• Students must come prepared to class with proper shoes.</li> <li>• All shoes must be purchased through True Crew Dance Company.</li> <li>• Shoe sizing days and times will be announced on our web page well in advance of the date.</li> <li>• Payment for shoes is required at the time of ordering.</li> <li>• See the chart below for required shoes for each class and level.</li> <li>• <b>DANCE shoes should <u>not</u> be worn outside.</b></li> <li>• <b>STREET shoes are <u>not</u> to be worn on the studio floors.</b></li> <li>• <b>STREET shoes should remain in the waiting area under the benches neatly.</b></li> </ul> <p>***All students will receive a <b>Special Gift</b> dance bag for their shoes when picking up their dress code.</p>							



<p><b>COSTUME for RECITAL</b></p>	<p><b>Costumes/June Recital Package</b></p> <ul style="list-style-type: none"> <li>• Each class orders a costume, unless otherwise noted.</li> <li>• Some classes order more than 1, we always do our best to keep the cost as minimal as possible.</li> <li>• <b>NEW***Acro</b> is a recital class. And will have a performance attire. **We cannot under any circumstances, refund money for costumes, recital, photo or video packages ordered.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Please store each costume and its accessories together once it is received. Costumes are normally around the end of March, beginning of April.</b></li> </ul>
<p><b>RECITAL PACKAGE/ ITEMS</b></p>	<p><b>***NEW 2020-2021 Choose Your Package:</b> (NOTE: If student is in multiple classes, Each <b>additional costume beyond the 1st costume is @ \$85.00 each</b> added to this package)</p>	
<p><b>RECITAL ROYAL PACKAGE... EVERYTHING COSTUME, TIGHTS portion DUE NOV. 1 BALANCE DUE FEB. 1</b></p>	<p>GIRL \$225.00 or BOY \$215.00</p>	<p><b>Discount Deal: Girls:</b> \$225.00 includes <b>Boys:</b> \$215.00 ***</p> <ul style="list-style-type: none"> <li>- <b>Payment Plan Option:</b> \$100.00 paid by Nov. 1 balance due by Feb. 1</li> <li>- 1 Costume <b>AND</b> -1 pair of Recital tights <b>***Boys do not get a pair of tights</b></li> <li>- 1 Commemorative Recital T-Shirt with Name <b>AND</b> -1 Commemorative Recital Participation Trophy</li> <li>- 1 Photography Individual Session with all digital photos and classes included <b>AND</b> -1 Recital Video</li> </ul>
<p><b>RECITAL/PHOTO PACKAGE... COSTUME, TIGHTS portion DUE NOV. 1 BALANCE DUE FEB. 1</b></p>	<p>GIRL \$180.00 or BOY \$170.00</p>	<ul style="list-style-type: none"> <li>• <b>Discount Deal: Girls:</b> \$180.00 includes <b>Boys:</b> \$170.00 ***</li> <li>- <b>Payment Plan Option:</b> \$100.00 paid by Nov. balance due by Feb. 1</li> <li>- 1 Costume <b>AND</b> -1 pair of Recital tights <b>***Boys do not get a pair of tights</b></li> <li>- 1 Commemorative Recital T-Shirt with Name <b>AND</b> -1 Commemorative Recital Participation Trophy</li> <li>- 1 Photography Individual Session with all digital photos and classes included</li> </ul>
<p><b>RECITAL/VIDEO PACKAGE... COSTUME, TIGHTS portion DUE NOV. 1 BALANCE DUE FEB. 1</b></p>	<p>GIRL \$180.00 or BOY \$170.00</p>	<ul style="list-style-type: none"> <li>• <b>RECITAL/VIDEO Package:</b></li> <li>• <b>Discount Deal: Girls:</b> \$180.00 includes <b>Boys:</b> \$170.00 ***</li> <li>- <b>Payment Plan Option:</b> \$100.00 paid by Nov. balance due by Feb. 1</li> <li>- 1 Costume <b>AND</b> -1 pair of Recital tights <b>***Boys do not get a pair of tights</b></li> <li>- 1 Commemorative Recital T-Shirt with Name <b>AND</b> -1 Commemorative Recital Participation Trophy</li> <li>- 1 Recital Video</li> </ul>
<p><b>RECITAL ONLY PACKAGE ... DUE NOV. 1</b></p>	<p>GIRL \$140.00 or BOY \$130.00</p>	<ul style="list-style-type: none"> <li>• <b>RECITAL Package only:</b></li> <li>• <b>Girls:</b> \$140.00 includes <b>Boys:</b> \$130.00 ***</li> <li>- <b>Payment Plan Option:</b> \$100.00 paid by Nov. balance due by Feb. 1</li> <li>- 1 Costume <b>AND</b> -1 pair of Recital tights <b>***Boys do not get a pair of tights</b></li> <li>- 1 Commemorative Recital T-Shirt with Name <b>AND</b> -1 Commemorative Recital Participation Trophy</li> </ul>
<p><b>ADDITIONAL CLASS COSTUMES</b></p>	<p>\$85.00</p>	<p><b>STUDENTS PARTICIPATING IN MORE THAN 1 CLASS:</b> Each additional costume is \$85.00</p>

<p><b>LATE ORDERED COSTUMES/ STUDENTS WHO DISCONTINUE CLASSES.</b></p>		<p>● <b><u>COSTUMES:</u></b></p> <ul style="list-style-type: none"> <li>- Orders not paid by Nov. 15th will have a <b>LATE ORDER/ADDITIONAL SHIPPING FEES of \$25.00</b> per costume and <b>COSTUMES WILL NOT</b> be ordered until paid in full.</li> <li>- Orders received <b>after November 15th</b>, due to students starting later in the season will have a <b>LATE ORDER/ADDITIONAL SHIPPING FEES of \$25.00</b> per costume and <b>COSTUMES WILL NOT</b> be ordered until paid in full. These cannot be guaranteed to be received in time for studio pictures or recital, so speak directly to Ms. Toni.</li> <li>- Once your order is placed, orders CANNOT be CANCELLED or REFUNDED; however, if it is necessary for a student to withdraw from classes for any reason, you will still receive your whatever part of the COSTUME and/or RECITAL PACKAGE you purchased.</li> <li>- Costumes will not be given out with any account that has a balances due.</li> <li>- <b>****PLEASE NOTE</b>, sibling discounts ARE NOT on items or costumes, as costume distributors do not provide family discounts. It is out of her dedication and loyalty towards our studio families that Ms. Toni offers families discounts on student CLASSES .</li> <li>- SHOES &amp; KNEE PADS: All students must purchase the required shoes/colors to wear in the Recital. It was required of all students to purchase the proper shoes within 1 month of starting your 1st class. Students without proper footwear will not be permitted to perform in the recital.</li> </ul>
<p>PHOTO SITTING***</p>	<p>\$50.00</p>	<p><b>***IF Purchased separate of the recital package.</b></p>
<p>VIDEO***</p>	<p>\$55.00</p>	<p><b>***IF Purchased separate of recital package.</b></p>
<p><b><u>PERFORMANCES:</u></b></p>		
<p>December</p>	<p>Farewell to 2020... Performance that <b>ALL STUDENTS</b> participate in at the <b>***NEW LOCATION: SUNRISE THEATRE, Fort Pierce. Tickets must be purchased for those attending, NOT STUDENTS. Purchase directly through the Sunrise Theatre box office. Projected Date is Dec. 5, 2020</b></p>	
<p>June</p>	<p>End of the Season Recital Gala Performance that <b>ALL STUDENTS</b> participate in. Normally held at the Sunrise Theatre Fort Pierce. Tickets are purchased for those attending, NOT STUDENTS. Purchase directly through the Sunrise Theatre box office. Date is provided as soon as confirmed. Normally by end of October.</p>	
<p>Occasional Extra :</p>	<p>Extra performances are offered throughout the year and Recreational Students are invited to register at the <b>FRONT DESK</b> when <b>POSTED</b> and participate.</p>	
<p><b>DECEMBER PERFORMANCE &amp; JUNE RECITAL</b></p>	<p>True Crew Dance Company has two (2) yearly performances:</p> <ul style="list-style-type: none"> <li>• A year-end winter show on <b>December 5, 2020</b> <b>***NEW THIS YEAR</b> at the Sunrise Theatre, Fort Pierce. <i>You asked for it, we produced it---just one show at a larger venue, more convenient for families and friends to attend.</i></li> <li>• Our season-end recital in <b>June 2021, projected to be at the Sunrise Theatre</b> <b>CONFIRMED FOR SATURDAY, JUNE 12, 2021</b> <ul style="list-style-type: none"> <li>• Please make sure to keep the first 3 weekends in June free.</li> <li>• Upon receipt of the exact date/s for our Annual dress rehearsal and recital: <ul style="list-style-type: none"> <li>• They will be <b>POSTED</b> to our website by mid-December, but no later than early Spring.</li> </ul> </li> </ul> </li> <li>• Performances are opportunities to celebrate your child's hard work and their accomplishments.</li> <li>• It's your opportunity to further show them off!</li> <li>• All students in performing classes are assumed to be participating in the recital.</li> <li>• Students <b>not</b> participating in recital performances <b>MUST NOTE/ADVISE OF SAME AT REGISTRATION.</b></li> <li>• Any students enrolling in classes after January 1st <b>MAY REQUEST</b> to be added to the June Recital.</li> <li>• Final opportunity to be granted a position in the recital is <b>February 1 if a costume can be obtained.</b></li> <li>• Added Students may need to pay for private lessons to get caught up on choreography if needed.</li> <li>• Students <b>MUST</b> have all account balances, tuition and any expenses or fees paid in full to participate in the recital.</li> </ul>	

<p><b>PICTURE DAY</b></p>	<p><b>Picture Day --All Photos are Digital Uploads</b></p> <ul style="list-style-type: none"> <li>• We schedule picture day for class and individual photos, usually in April or May.</li> <li>• Dates and times will be listed on our Calendar Page of our True Crew website once they are set.</li> <li>• Once posted, please keep the entire day available.</li> <li>• We normally start around 8:30 a.m. and are finished by 7:00 p.m.</li> <li>• Please prepare to arrive at least 30 minutes prior to your scheduled photo session.</li> <li>• We normally run ahead of schedule.</li> <li>• You will also need to complete the required paperwork.</li> <li>• Hair and makeup guidelines are also listed on the website.</li> <li>• Photo Sessions purchasers will receive notification as to when their photos are ready for upload.</li> </ul>
<p><b>STUDIO PHOTO/ VIDEO RELEASE &amp; PERFORMANCE VIDEOS</b></p>	<p><b>Photo/Video Release - Recital &amp; Class Performance and Practice Videos are Digital Uploads</b></p> <ul style="list-style-type: none"> <li>• We use pictures/videos of our students on our website, social media outlets and printed materials.</li> <li>• We understand and honor any request for privacy of our studio families.</li> <li>• If you deny permission for True Crew Dance Company to use your child’s photographs and videos, you must notify the studio in writing prior to the first day of classes.</li> </ul>
<p><b>CLASS CANCELLATIONS</b></p>	<p><b>Class Cancellations/Modifications</b></p> <p><b>IMPORTANT: WE ARE <u>NOT</u> AUTOMATICALLY CLOSED WHEN SCHOOLS ARE CLOSED.</b></p> <ul style="list-style-type: none"> <li>• Please refer to our monthly calendar at <a href="http://truecrew.org">truecrew.org</a>, our website for <b>CLOSED STUDIO</b> dates.</li> <li>• Studio Closures will be posted:             <ul style="list-style-type: none"> <li>• On our website, under the Calendar tab,</li> <li>• On our Facebook Page,</li> <li>• On our bulletin board in the studio.</li> </ul> </li> <li>• Poor weather conditions can affect dance classes, depending on the timing of the storm.</li> <li>• As such, cancellations may occur if a storm creates dangerous driving conditions.</li> <li>• We make every attempt to hold classes.</li> <li>• In the event you are uncertain whether or not we have class due to weather concerns, call the studio. 772-879-CREW (2739)</li> <li>• In severe weather situations, if we CLOSE there will be a weather-related message on our phone.</li> <li>• Please note, if St. Lucie County Schools close <b><u>DUE TO WEATHER</u></b>, classes are automatically cancelled. These classes will not be made up.</li> <li>• True Crew Dance Company reserves the right to:             <ul style="list-style-type: none"> <li>• cancel, combine, change times, add, or modify classes if necessary.</li> <li>• provide substitute teachers or replacement teachers if necessary.</li> <li>• These decisions are made by the Studio Director.</li> <li>• Tuition is not pro-rated, refunded or credited for missed classes due to:                 <ul style="list-style-type: none"> <li>• weather, holidays or personal or studio vacation closures.</li> </ul> </li> </ul> </li> </ul>
<p><b><u>CONVENTION:</u></b></p>	<p>Are offered throughout the year at the studio and Recreational Students are invited to register and participate.</p>
<p><b>STAY UP TO DATE</b></p>	<p><b>Information</b></p> <ul style="list-style-type: none"> <li>• Up-to-Date information will be available on our website, as well as all social media, Facebook and Instagram.</li> <li>• All information will be posted and you will receive periodic emails and text messages through REMIND APP.</li> <li>• Stay up-to-date with True Crew Dance Company news and events.</li> <li>• Please make sure you list a current/legible email address on your child’s registration to receive updates.</li> <li>• If you are not receiving emails, please notify the front desk immediately.</li> </ul>



<p><b>DANCERS &amp; PARENTS EXPECTATIONS</b></p>	<p><b>Dancers Expectations</b></p> <ul style="list-style-type: none"> <li>• All students will show respect to each other, parents, instructors, and studio employees.</li> <li>• Fighting, arguing, and course or abusive language will not be tolerated.</li> <li>• Students must be attentive to the instructor, avoid interruptions and excess talking.</li> <li>• All students must display a positive attitude.</li> <li>• Dance is fun, provides great exercise, and allows students to express themselves</li> <li>• Negativity damages the level of fun and creates a poor environment for fellow students.</li> <li>• No gum, food, or drinks are permitted in the studio.</li> <li>• Make sure to dispose of any trash that may be left behind.</li> <li>• Please remain quiet in the waiting room until your class.</li> <li>• Listen and do your best! Remember, you are here to learn.</li> </ul> <p><b>Parents Expectations</b></p> <ul style="list-style-type: none"> <li>• If you have questions or concerns about your child’s class or progress, please:             <ul style="list-style-type: none"> <li>• feel free to email, or set up a private conference with the studio director.</li> <li>• I will call and make arrangements to speak or meet with you at a convenient time.</li> </ul> </li> <li>• Please do not discuss concerns with the instructor before, during, or after a class.</li> <li>• Please come INTO the studio to DROP OFF and PICK UP up your child. <b>***UNLESS OTHER ARRANGEMENTS ARE NECESSARY DUE TO COVID.</b></li> <li>• Check the website and social media apps regularly for updates.</li> <li>• When in the studio, be sure to look at the bulletin board.</li> <li>• Make sure you have received any current information that may have been handed out. This is especially important at PERFORMANCE TIME.</li> <li>• Notify the front desk of any difficulties or situations that your child may have. Please call if your child is going to be absent or needs to leave early.</li> <li>• Pay tuition and fees on time. * Please make sure to review this handbook and all guidelines with your child.</li> </ul>
<p><b>WAITING AREA/ PARKING LOT</b></p>	<p>We have ample waiting area for parents to sit quietly and view their students in class though our monitors. <b>***UNLESS OTHER ARRANGEMENTS ARE NECESSARY DUE TO COVID.</b> The waiting room is <b>not a play area</b> and it is REQUIRED that should any additional children that are not taking classes be in attendance with studio family members, they are to be SEATED QUIETLY. Also, the waiting area is not a place to take personal phone calls. The waiting areas are designed to be quiet and orderly.</p> <p>We have ample parking all around the building and buildings behind the studio. The parking lot is NOT a play area. Any student <b>age 7 or below, MUST BE PERSONALLY BROUGHT INTO and PICKED UP FROM THE STUDIO BY A PARENT. ***UNLESS OTHER ARRANGEMENTS ARE NECESSARY DUE TO COVID..</b> They cannot be dropped off at the front door. There is AN ENTRANCE DOOR by the front desk to be used for ENTRANCE ONLY and AN EXIT DOOR by studio C TO BE USED FOR EXIT ONLY. PLEASE DO NOT EXIT THROUGH THE ENTRANCE.</p>
<p><b>NO FOOD ALLOWED:</b></p>	<p><b>Food and snacks are NOT permitted inside the studio.</b> Should any child BE REQUIRED to have a snack with them, it is the parents responsibility to have them eat same in their car or outside on the benches and take care of any trash they have.</p>
<p><b>NO PETS ALLOWED:</b></p>	<p><b>PETS ARE NOT permitted inside the studio, due to allergies. Thank you for your cooperation</b></p>
<p><b>STUDIO POLICIES</b></p>	<p><b>Studio Area</b></p> <ul style="list-style-type: none"> <li>• Food and drink are not permitted in the studios.</li> <li>• Absolutely NO street shoes are permitted on the dance floors. Dirt, dust and debris from street shoes can lead to falls and injuries and may harm dance floors.</li> <li>• Students are not to lean on or touch studio mirrors. The dance barres are for educational purposes only.</li> <li>• Students are not to hang or swing from barres; nor should clothes or towels be hung from the barres.</li> <li>• All teaching tools, props, visual aids, and sound equipment are property of True Crew Dance Company and should not be used without permission of the instructor.</li> </ul> <p><b>Restrooms</b></p> <ul style="list-style-type: none"> <li>• Children must be potty trained or in pull-ups to participate in classes at True Crew. We ask parents to monitor, remind students, especially young ones, to use the restroom prior to class time. If a child needs to use the restroom during class time, students need only ask permission. Please help us in keeping the restrooms clean.</li> <li>• Pre-school students will be escorted to their parents for assistance. <b>***UNLESS OTHER ARRANGEMENTS ARE NECESSARY DUE TO COVID.</b></li> </ul> <p><b>Parent Pick-up/Drop-off</b></p> <ul style="list-style-type: none"> <li>• Parents are responsible for transporting their child to and from class on time.</li> <li>• Students must wait inside the building until someone comes inside to pick them up. <b>***UNLESS OTHER ARRANGEMENTS ARE NECESSARY DUE TO COVID.</b></li> <li>• No student will be released to anyone other than the people listed on the student’s registration form unless prior notice is given to studio management.</li> </ul>

**COVID-19 ACCOMMODATIONS**

**-- Effective Immediately and projected to continue through the end of December 2020 at which time we will re-evaluate procedures and advise of any possible changes.**

- All studio families must complete a COVID-19 Waiver in order to participate at the studio as well as any studio function.
- Weekly attendance is expected from all of our students at True Crew Dance Company.
- Attendance may be accomplished through **IN-STUDIO** classes or **ZOOM** classes (that will also be available during COVID/CDC accommodations).
- WHILE COVID/CDC accommodations are in place, WAITING ROOMS and the FRONT DESK **WILL BE CLOSED**. Social distancing and sanitizing will continue throughout the entire facility and all studios.
- Students with any signs of cold, cough, sickness or fever should not attend IN-STUDIO CLASSES and should instead attend the ZOOM classes from home.
- Students should use restroom prior to attending class. They will have access to restroom once in the studio and will be reminded to wash hands and sanitize any time they use the rest room.
- Students wishing to wear masks may do so and are personally responsible for their items.
- Should you need to contact the FRONT OFFICE for any reason, please call 772-879-CREW (2739) during studio hours.
- In the event the student or a family member is confirmed as having COVID, it is your responsibility to advise our Director, Ms. Toni immediately through email at [truecrew.mstoni@gmail.com](mailto:truecrew.mstoni@gmail.com). Student's name and class as well as person affected, dates affected, etc. should be included in the information.

**Student Arrival, Drop Off & Pick Up**

- Students should arrive to the studio ready for class, **approx. 10 minutes prior** to their scheduled class time.
- Students will need to be dropped off at the **FRONT** entrance of the studio to be processed into the studio. **NO EARLIER THAN 10 minutes prior to their class beginning.**
- Parent/Guardian **MUST WAIT** to leave until student has been cleared to enter the studio.
- Students will have temperature taken at the Entrance Door and once cleared, will enter. They will then be given hand sanitizer and will enter the class.
- Due to CDC guidelines and procedures, student will not be permitted to enter class after the "**CLASS HAS BEGUN**" signage is posted on the Entrance Doors of Studios A, B & C.
- Parent/Guardian waiting while students are in class, may park in the double parking lot behind our building parallel to Macedo Blvd. behind our studio. **\*\*\*NOT IN FRONT OF or in the EXIT DRIVEWAY BEHIND the Studio.**
- 5 minutes prior to class ending, Parent/Guardian may begin to line up in the Exit Driveway behind our studio building. At the end of their classes, students will be assisted out the **BACK EXITS of STUDIO A, B, and C** to their respective vehicles.
- *Thank you for your patience during these different procedures. We are doing everything possible for the health, safety and wellbeing of our students and faculty.*

**# TRUECREWSTRONG**

2020-2021 True Crew Dance Company Recreational Policies & Procedures Acknowledgement Form

Please print and return this page to the front desk. If you cannot print it, a copy will be provided to you for signature.

STUDENT NAME \_\_\_\_\_

I give permission for photography and/or video clips of my child in dance class or performance to be used in promotional material for True Crew Dance Company. \_\_\_\_\_ (Please initial)

I choose \_\_\_ Royal Recital Pkg. \$225.00/\$215.00 \_\_\_ Photo Recital Pkg. \$180.00/\$170.00 \_\_\_ Video Recital Pkg. \$180.00/\$175.00 \_\_\_ Recital Only Pkg. \$140.00/\$130.00  
I ACKNOWLEDGE that under no circumstances will money for costumes, recital, photo or video packages ordered be refunded. \_\_\_\_\_  
I CHOOSE TO PAY THE FULL RECITAL PACKAGE that I have chosen BY NOV 15TH \_\_\_\_\_  
I CHOOSE TO PAY THE \$100.00 DEPOSIT AND \$85.00 FOR EACH ADDITIONAL COSTUME BY NOV. 15TH, WITH THE FULL BALANCE TO BE PAID BY FEB. 1 \_\_\_\_\_

My child is in \_\_\_\_\_ additional classes and I need to purchase those costumes as well at the cost of \$85.00 for each costume,

Besides myself, the only other authorized person/people to pick up my child is/are:

1) \_\_\_\_\_ Relationship \_\_\_\_\_

2) \_\_\_\_\_ Relationship \_\_\_\_\_

If this information changes, I agree to notify the Director via email. \_\_\_\_\_ (Please initial)

Please specify below any health/medication concerns we need to be aware of.

By signing below you acknowledge that you have read and understand ALL Policies & Procedures, tuition requirements, and other associated fees with dancing at True Crew Dance Company and understand there are no refunds given.

In order to complete your student's registration a credit card/debit card must be listed below and is therefore authorized to be used in the event of your delinquent payment, for processing after on the 15th of the month.

Parent (Guardian) Signature: \_\_\_\_\_

Card # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Code # \_\_\_\_\_ Zip Code: \_\_\_\_\_

\_\_\_\_\_ INITIAL

I request and authorize REOCCURRING PAYMENTS FOR my student's tuition, recital package, costumes and any expenses to be paid through the card listed above.

Name: \_\_\_\_\_ Dated: \_\_\_\_\_

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

The symptoms of COVID-19 include but are not limited to: fever, dry cough, fatigue, loss of appetite, loss of smell, and body ache. In some people, COVID-19 causes more severe symptoms like high fever, severe cough, and shortness of breath, which often indicates pneumonia.

Monitoring and management of symptoms/exposure:

I/parent/guardian of the above named student, understand that any presentation of experience on my or my student's part of any symptoms of COVID-19 requires immediate exit from the facility. I acknowledge that no third-party, either from the facility or otherwise, will be capable of monitoring my/my student's symptoms, and it is my responsibility to be continually cognizant of all symptoms and interactions with other individuals who may have been exposed at all times. I agree that I will remove myself/my student from participation and seek medical treatment of my/my student's own accord should I/they have any concerns regarding possible symptoms of COVID-19.

Limiting community spread:

I/parent/guardian of the above named student, agree to monitor myself and student in a manner that is outlined by the CDC/federal/state/local and Studio guidelines to be accountable for my, as well as my child's actions and to limit community spread. I acknowledge and understand that I am the only individual capable of determining if I/my student is experiencing COVID-19 symptoms. I hereby agree and do willingly assume responsibility for any risks that I expose myself/my student to and accept full responsibility for any injury or death that may result from participating in this dance/performing arts/fitness activity. I for myself and on behalf of my heirs, assigns, personal representatives and/or next of kin, forever waive, release, discharge and covenant not to sue and/or their officers, directors, representatives, partners, officials, principles, agents and or employees, subsidiaries, or assigns, as well as their independent contractors.

**I/MY STUDENT DOES NOT HAVE ALLERGIES TO HAND SANITIZER.**

I/my student agrees to the following safety guidelines:

Wash my hands before, and after my activity at the studio.

Used the restroom prior to attending class. Should it be necessary for them to use the restroom they will do so on their own. However, in the event they need assistance, I authorize one of the female supervisors to assist.

Prior to entry into the studio myself or my student's temperature will be taken.

Prior to entry into the studio myself or my student's will receive hand sanitizer.

Provide our own water bottle. —No sharing of water bottles is permitted.

Respect the 6 foot spacing requirements.

AGREE:

\_\_\_\_\_  
SIGNATURE: