



Rachel's School of Dance
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Newsletter September 2023

Welcome back all returning students and greetings to all of the new families! I hope everyone is healthy and ready to get back to Ballet class.

Class Observation

Those observing class need to follow studio rules including; class safety guidelines, and no conversations or coaching in viewing area during class. Please do not allow siblings to go back and forth to lobby. There is a monitor in the lobby so parents can observe classes without disturbing the flow of class, while also being aware of needs for siblings. Next class entering wait in lobby until prior class leaves. Please, if you have any concerns talk to Rachel.

Monthly Tuition

Invoices are printed the first of each month and are available to pick up at the front counter, if not picked up by 2nd class of the month they will be mailed. Tuition is due by the end of the month. There is a payment drop box by the studio entrance door. If you are paying by card, your dancers name needs to be **hand written on the top of the business receipt** before placing in payment box. Cash payments please place in envelope with dancers name. Checks, be sure to place dancers name in memo space. Any account that carries a balance forward student will be subject to removal from class. Please keep communication open and your account current.

Correct information on Invoices

Please check your invoice for correct class times for your student/s, check email address, and mailing address. If there is an error, please change and place in the payment box so a new invoice with correct information can be created.

Class Uniform

Students enrolled in Creative Movement, Primary I, Primary II or Primary III have a class uniform with a color for each level and class. All students in these levels will need to be sized and your account will be charged \$25. Dancers are expected to wear proper class attire to all classes once uniforms are received. This is what dancers will wear for our Wintershow here in the studio in December.

Students enrolled in Beginning, Intermediate and Advanced classes will wear their black leotard (no skirt attached), pink tights and ballet shoes.

Reminders to All

Face coverings are a personal choice, please be respectful of others. Dancers need to check in with the front desk for attendance and newsletters. Backpacks and clothes need to be taken into the studio with dancer. Please do not leave items on the chairs in the lobby. **ALL dancers** need to wait in the lobby for their class to be called in the studio, no exceptions. Dancers will exit through Lobby and parents will pick up dancers there.