

# *General Rules*

- Students should arrive 5 minutes before the start of class. Students are asked to wait in the foyer or viewing room of the DRS until the instructor opens the classroom door. The instructor is not responsible for unsupervised children. Parents are asked to pick up their children at the studio entrance when the instructor opens the door. Parents are asked not to enter the classroom unless invited by the instructor.
- Students must be picked up after class on time. The instructor must be free to conduct the next class. The instructor will dismiss at the studio door and will release the student to the parent/guardian, or as otherwise noted.
- Gum chewing is not allowed in class.
- Food or drinks are not allowed in class. Studios are equipped with water fountains.
- Students should be properly dressed for class with hair securely fastened.
- Students are expected to display a courteous and respectful attitude toward their instructor and classmates.
- Parents are asked to use the viewing area as a waiting area.
- Students should not wear any dance shoes outside on the pavement. Tap shoes should not be worn on the foyer tile floor.
- Students should not wear any jewelry during class except small earrings.
- The instructor controls the opening and closing of the classroom window blinds.
- Parents are asked while sitting in the lobby that family members are respectful of recreation office operations and noise is kept to a minimum.

## *Recreation Office Policies*

### *Discontinuing Enrollment*

Before withdrawing from a class, please discuss this decision with Ms. Lanore, Rhythm In Motion Director by calling (321) 693-1943. This will give her the opportunity to rectify any concerns that may be occurring or perhaps place the student in another class that is more suitable for their needs. If you do decide to change a class or withdraw, please notify the Recreation Office by calling (321) 773-6458.

### *Refunds*

A full refund will be issued for any tuition already paid for future months. Tuition for the current month in which the student discontinues class, is not refundable. Please remember credits are not given due to illness or missed classes and registration fees are non-refundable.

### *NSF/Returned Checks*

The following fees will be assessed on any NSF or Returned Check. No further registration or participation will be allowed until outstanding fees are paid in full. Please call the Recreation Office for any concerns regarding a NSF.

\$25 fee for checks up to \$50

\$30 fee for checks from \$50-\$300

\$40 or 5% fee (whichever is greater) for checks over \$300