

INSTITUTE FOR DANCE, INC.
FAMILY CODE OF CONDUCT

At iDance, we hold our students, faculty, staff, and families to high standards with regard to our mission, both in their study of dance and their behavior toward one another. In order to hold each other accountable, parents and students must agree to abide by the following rules of conduct as members of the iDance community, particularly when participating in iDance sanctioned events. We reserve the right to inform a student that they should seek instruction elsewhere if his or her behavior – or that of the parent, family members, or caregivers – is disruptive, disrespectful, or not in line with these basic standards of conduct.

STUDENTS:

- Learning is your first priority in class.
- Be on time to class ready and prepared to dance; this includes following the dress code.
- Keep excellent attendance in all your dance classes. If you must miss, please let the office know in advance, if possible, and have a valid reason.
- Do not bring drugs or alcohol to any iDance activity (on- or off-site) at any time. We are a **ZERO TOLERANCE** community. If any student violates our code of conduct by participating in, or turning a blind eye to, any of these activities, they will be immediately dismissed from the studio – no longer permitted to take classes or participate in iDance activities. Parents will not be issued a refund.
- Be responsible for listening to announcements and making sure you bring home all notices and give them to your parents.
- Have a positive attitude. When you have a question related to your instruction, politely ask your teacher by raising your hand or waiting after class.
- Be respectful of your peers, your teachers, and those around you while at the studio by silencing your cell phones, walking in the hallways and speaking at a volume that is appropriate for indoor conversation. Please also make sure to clean up after yourselves and respect studio property.
- Be polite to everyone you encounter. This means you will not gossip; act as if you are better than other students in your class; use inappropriate or unfriendly language; be a bully; or intentionally harm another student physically or verbally.
- Report bad behavior to the appropriate people. If you see someone being bullied or misbehaving in a way that could harm you or others, or interrupt learning, please ask them to stop and let your teacher or a staff member know immediately.

PARENTS:

- Please get your children to class on time and be prompt in picking them up.
- Please notify the office of all absences and carefully abide by the attendance policy.
- Please label shoes and gear with student’s full name and **do not allow them to wear dance shoes outside.**
- Please make sure that your child is properly outfitted for class each week per our studio dress code, this includes leaving jewelry (including Fitbits & Apple watches) and valuables at home.
- Please remember that while class is in session, you should not peek in through the windows – this distracts the dancers.
- Please be respectful in the lobby and waiting areas, using “inside voices” and going outside for phone or other personal conversations. This includes properly supervising siblings, making sure they are safe and under control in all areas.
- You are responsible for reading all notices, emails and communication sent out from the studio. Please check your child’s bag for notices that may have been sent home by the teacher or office.
- Please review our studio policies with your children to help them understand why it is important for everyone to follow the studio rules.
- You and your family are expected to follow all iDance policies and guidelines at all times.
- Please remember that if you wish to speak to your child’s teacher, contact the office to set an appointment; he/she is obligated to start the next class on time but will gladly contact you at a later time.
- Please be sure to clean up after your family and respect studio property.
- Please pay accounts on time. This allows the faculty and staff to focus on what is important, your child’s dance instruction and experience.
- Please abide by the same rules of conduct that we ask your students to follow with regard to being polite and respectful. This includes using appropriate language and tone with faculty, staff, and other parents and students. Please avoid gossip that may spread misinformation and please do not compare your child to other students or discuss such comparisons with other parents.

By signing below, you agree to abide by the Family Code of Conduct and understand that failure to do so may result in removal from performances, classes, or dismissal from the studio all together.

Parent Signature _____ **Student Signature*** _____

Date _____

*For students 10 and under, only a parent signature is necessary and it is understood that parents will review the rules with students.



2021-2022 Release of Liability & Media Release

In consideration of being permitted to participate in dance classes and associated programs (the "Activities"), whether engaged in any and all spaces used by iDance or elsewhere, such as my own home, I hereby release, waive, discharge Institute for Dance, Inc., also known as iDance, its affiliates, officers, agents, or employees (collectively, "Releasees") from any and all liability, claims, demands, actions, and causes of action of any kind or nature arising out of or related to any loss, damage, illness (including any COVID-19 variant), or injury, including death, that I or any of my property may sustain resulting from my participation in or in any way connected with my participation in such Activities, regardless of whether such loss is caused by the negligence of the Releasees and regardless of whether such liability arises in tort, contract, strict liability, or otherwise, and covenant not to sue the Releasees based on the same. This includes injury or damage that may occur on the premises where I engage in the Activities before, during or after classes and events.

It is my express intent that this Release of Liability & Media Release ("Release") bind my family members, spouse, heirs, assigns, personal representatives, and anyone else entitled to act on my behalf to the extent they act on my behalf, and is deemed as a release, waiver, discharge, and covenant not to sue the Releasees.

I understand that participation in the Activities involves an inherent risk of personal injury, illness (including any COVID-19 variant), and even death, and I hereby elect to voluntarily participate in said Activities, knowing that the Activities may be hazardous to me and my property. I understand that iDance does not require me to participate in these Activities. I assume full responsibility for any risks of loss, property damage, or personal injury or illness (including any COVID-19 variant), including death, that I or my property may sustain as a result of being engaged in such Activities, whether caused by the negligence of the Releasees or otherwise. I hereby acknowledge that I know of no medical reason why I should not participate in these Activities.

I further covenant and agree to indemnify and hold harmless the Releasees from any loss, liability, damage, or costs, including attorneys' fees and court costs, they may incur arising out of or related to my participation in the Activities, whether caused by the negligence of the Releasees or otherwise.

I understand that iDance may wish to use photographs, videos, or images of me and/or my likeness taken during classes and events for advertising, educational and other promotional purposes.

I hereby grant iDance and its agents permission to use photographic portraits, pictures, digital images or videotapes of me, or in which I may be included in whole or part, or reproductions thereof in color or otherwise for any lawful purpose whatsoever, including but not limited to use on social media (Facebook, Instagram, etc.), in print (posters), and online (iDance's website), without payment or any other consideration. I hereby waive any right that I may have to inspect and/or approve the finished product or the copy that may be used in connection therewith, wherein my likeness appears, or the use to which it may be applied. On behalf of myself, my heirs, representatives, executors, and assigns, I hereby release, discharge, and agree to indemnify and hold harmless iDance and its agents and affiliates from all claims, demands, and causes of action that I have or may have by reason of this authorization, including any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether

intentional or otherwise, that may occur or be produced in the taking of said photos or videotapes, or in processing tending towards the completion of the finished product.

I will notify iDance if any changes to my situation occur that will impact the permissions I have given in this Release.

I further covenant and agree that this Release shall be construed in accordance with the laws of the Commonwealth of Virginia and that any mediation, suit, or other proceeding relating to this Release and any activities covered hereby must be filed or entered into only in the Circuit Court for the City of Williamsburg and the County of James City, Virginia, and I waive any objections to such venue. Any portion of this Release deemed unlawful or unenforceable is severable and shall be stricken without any effect on the enforceability of the Release as a whole to the full extent authorized by law. This Release is my complete understanding regarding the subject matter contained herein and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter.

I have carefully read this Release of Liability & Media Release in its entirety, and fully understand its contents. I understand that this is an assumption of risk and release of liability, and I sign it of my own free will. I certify that I am suffering under no conditions or previous injuries that would prevent my safe participation in these Activities or potentially lead to my injury or the injury of another participant or individual.

THIS IS A RELEASE OF LEGAL RIGHTS. BY SIGNING, YOU ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTOOD ALL OF THE TERMS OF THIS RELEASE.

Dancer's Name: _____ Age: _____
(Print)

If the Dancer is under age 18, there must be consent by a parent or guardian, as follows:

I hereby certify that I am the parent or guardian of _____, named above. I do hereby give my consent without reservation to the foregoing on behalf of the person named above and agree that we both shall be bound by all of the terms and conditions contained in this release.

Dancer's Signature: _____ Date (mm/dd/yyyy): _____
(If unable to sign, parent/guardian sign only)

Parent/Guardian Name: _____ Phone: _____
(Print)

Parent/Guardian Signature: _____ Date (mm/dd/yyyy): _____



institute for dance

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2021/2022 PAYMENT AGREEMENT

STUDENT NAME(S): _____

Please select one of the following payment schedules:

ANNUAL PAYMENT

Payment is due by September 1st, 2021
Receive a 1% discount on total year's tuition for choosing this option.

SEMESTER TUITION PAYMENT OPTION

Fall Semester fees due by September 1st, 2021 [4 months – Sept., Oct., Nov., and Dec.].
Spring Semester fees due by January 1st, 2022 [5 months – Jan., Feb., Mar., Apr., and May].

MONTHLY TUITION PAYMENT OPTION

Monthly tuition is due by the 1st of each month (regardless if the studio is open or closed).

Please select one of the following payment options:

CREDIT CARD [AUTO-PAY]

Please go into your online account and enter or update your credit card information. For security reasons, we will not keep credit card information on paper in the office.

NOTE: There is a 3.59% processing fee for all credit card payments – this is assessed by our merchant account [we do not have control over this].

ACH TRANSFER [AUTO-DRAFT FROM BANK ACCOUNT—AUTO-PAY]

Please attach a voided check for the bank account from which you would like us to auto-draft.

CHECK [MAILED TO OR DROPPED OFF AT STUDIO]

Please make checks out to "Institute for Dance, Inc." and **be sure to put what your payment is for in the memo line.**

Please initial next to the following:

____ I understand and agree to all financial obligations as set forth by Institute for Dance, Inc. in the "2021/2022 Policies & Guidelines" when enrolling my student in classes.

____ I understand that it is my responsibility, if I have chosen Auto-Pay, to keep my online payment information correct and current.

____ I agree to pay all charges on time, and I will give at least 30 days' notice by completing the required "ADD/DROP FORM" when withdrawing from classes. I understand that failure to pay on time or to give adequate notice will result in fees and/or continued monthly charges.

____ I understand that once classes begin, tuition is non-refundable and non-transferrable, and credits will not be issued.

____ I understand that tuition will remain the same regardless of class format (in-person or virtual) changes due to health or other emergency situations.

____ I understand failure to pay tuition on time will result in appropriate late fees and possible removal of my student(s) from class in accordance with the iDance Policies & Guidelines.

____ I understand that if my account becomes delinquent, my bill may be sent to a collection agency, and I will be responsible for all business and legal fees incurred.

PARENT SIGNATURE: _____

DATE: _____

INSTITUTE FOR DANCE, INC.

CREDIT CARD CHARGE AUTHORIZATION AGREEMENT

I, _____, hereby authorize Institute for Dance, Inc. to charge for all iDance charges incurred throughout the 2021/22 season.

This payment authorization is valid for the full season beginning SEPTEMBER 1, 2021 and ending AUGUST 31, 2022.

I have read this entire agreement and understand that I will be held fully responsible for its terms and charges and I agree that all sales are final and that there are no refunds whatsoever.

Cardholder: _____

Signature: _____

Date: _____