

Paul Klocke Dance General Policies

PK Dance Rules:

- I the Parent/Guardian of the student registrant agree that the registrant and I will abide by the rules and policies of the Paul Klocke Studio of Dance ("PKSD"), and any of its affiliated organizations. I consent to the registrant's participation in the PKSD physical programs and activities ("PROGRAMS"). I understand that if I or my student does not follow any of the rules or policies of the studio that the studio is under no obligation to continue to provide services to myself or my student.

Studio Injury and Infectious Disease Liability Waiver:

- I acknowledge the possibility of physical injury by participating in PKSD PROGRAMS and I acknowledge the contagious nature of COVID-19 and other infectious diseases and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by attending the PKSD PROGRAMS and that such exposure may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 (or any other infection) at the PKSD (whether it occurs before, during, or after participation in any PKSD program) may result from the actions, omissions, or negligence of myself and others, including, but not limited to, PKSD employees, volunteers, and program participants and their families. Recognizing both the possibility of physical injury, and the possibility of exposure to any infectious element associated with the PROGRAMS, and in consideration for the PKSD accepting the registrant for its PROGRAMS, I (on my behalf, and on behalf of my children) hereby release, discharge, indemnify, and hold harmless the PKSD, its affiliated organizations, and their employees, teachers, and associated personnel from and against any and all claims (including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto) by or on behalf of the registrant as a result of the registrant's participation in the PROGRAMS.

Medical Release:

- In my absence, I request PKSD, through its staff, to obtain emergency medical care in the event that such care is necessary or appropriate in the opinion of the staff for the benefit of my child due to accident or illness. I promise to pay any treatment costs directly to the hospital, physician, or laboratory providing such care upon presentation of the bill to me.

Physical Contact:

- I understand that appropriate physical contact is required during the instruction of dance and acro/tumbling classes, and I give permission for instructors to make appropriate physical contact with me or my child for such instruction.

Covid Policy:

- I understand that masks are optional, and that I will follow CDC protocols for positive cases and exposures.

Monthly Class Tuition Only:

- I understand that monthly payments are made over 10 months (September thru June). Payments are made on a monthly basis regardless of number of weeks in the month. Some months have two or three weeks of classes, and some have five. Tuition is based upon a yearly amount and not on an individual monthly amount. We cannot give refunds for any missed classes, or in the event of emergency closures where make-up classes are made available. Session classes are billed on a per session basis – there are no recurring monthly fees.

Late Fees:

- I understand that should my tuition payment be late; the studio will attempt to contact me twice – once by email and secondly by text. After the second attempt, if I have not responded within 7 days, the studio will charge my account a \$25 late fee.

Dress Code:

- I understand that students are expected to follow the studio dress code listed on our website at PaulKlockeDance.com (go to "Classes" on the top ribbon, then to "Dress Code"). Contact us if you have any questions.

Photo/Video Release:

- I accept that the studio takes pictures and videos of the students in class and in performance and that these pictures may be used in studio displays, for social media materials, and may be given to students for training purposes.

Training Camera Release:

- I accept that when entering any of our specific dance studios that any of my actions and conversations might be recorded by our training cameras which record both video and sound.

Lost Items:

- I understand that the studio assumes no responsibility for lost, misplaced, or stolen articles. Please put your name in all your belongings and do not leave valuables unattended.

Inclement Weather/Emergency Cancellations for Regular Monthly Classes:

- I understand that should the studio need to close for inclement weather, the studio will notify everyone through emails and texts. No refund can be given for any emergency closure. We have created a built-in makeup week into our schedule (we are no longer taking our one week break in February thereby adding one extra week of classes to our schedule). We have added this week so families will no longer have the inconvenience of having to schedule makeups should there be a weather cancellation. Should we need to cancel any class for more than one week, the studio will schedule additional makeups.

Inclement Weather/Emergency Cancellations for Session Classes:

- If one of our 6-8 week session classes is cancelled due to weather, and a student cannot makeup in another class, your account will be credited for the cancelled class.

Paul Klocke Dance Arrival/Dismissal Policies

Waiting Room and Arrival/Dismissal

Over the past two years, our waiting room has been exclusively used for the safe arrival and dismissal of students. Prior to Covid, we did allow anyone in the waiting room; however, in doing so we could not always guarantee the safety of our students when dismissing from classes, nor could we guarantee that students could be admitted to their classrooms in an orderly manner. In addition, with an open waiting room, we could not track who was coming into our building and who each student was leaving with which was a large safety concern for our students and staff. With our student's safety as a top priority, we will therefore continue to use the arrival and dismissal policies that we have implemented over the past two years.

We will meet students at the front door and usher them into the waiting room until it's time for them to proceed into their classrooms. At the end of class, students will proceed to the waiting room and be dismissed directly to their guardian outside the front door. We ask that guardians remain outside our building unless they have a specific need to enter that has been approved by the studio. Exceptions will be made on a case-by-case basis for guardians of young children (who might need help) and for new families who are not familiar with our school. Tiny Star and Rising Star 1&2 students will need to read our exceptions policies.

Arriving at the Studio

- Please arrive in the parking lot 5-10 minutes before your scheduled class time; students in our level 4 and below will be met by our staff and admitted into the building 5 minutes before their class begins. Students in our A level and above may admit themselves into the building 5 minutes before their class time.
- Students will be either directed to wait with their classmates in the waiting room or to proceed directly to their classrooms.
- If you are running late to class and a staff member is no longer at the front door, call the front desk, and we will meet you at the door. If you cannot reach someone at the front desk – you may enter the building.

Picking up your Student

- Please arrive at the studio 5 minutes before your class is scheduled to end.
- Someone from our staff will be outside the studio and will relay your child's name to our staff inside. We will bring your child out to you.
- We will dismiss students, age 12 and older, who have been contacted on their cell phones that a guardian is waiting for them in the parking lot.
- If an emergency comes up, where you must pick up your child early (or you are late picking up your student), call the front desk. If you cannot reach someone at the front desk – you may enter the building and stop at the front desk.

Note: Rising Star 1&2 Classes

- We allow guardians of our Rising Star 1&2 students, who are new to our school, to remain in our waiting room for a week or two, so they can make sure their children are comfortable, but will ask them to leave 5 minutes before their class ends so the children can get used to our dismissal procedures. Once their children feel safe, we will expect guardians to keep our waiting room clear for the students.
- Note: We will also be Zooming this class so guardians can see what is happening in the class; however, we cannot always guarantee that internet connections will work or that the program will not glitch. Make sure to contact the studio for Zoom login information.