

August	28 (Sun.)	★ Open House
September	6 (Tue.) – 10 (Sat.)	★ <b>Intro 1 &amp; 2 Classes ONLY – First Session Begins</b>
	12 (Mon.)	★ <b>All Other Classes: First Day of Classes!</b>
October	2 (Sun.)	★ Moscow Ballet Auditions
	3 (Mon.) – 8 (Sat.)	★ Bring a Friend to Class Week
	12 (Wed.) – 14 (Fri.)	★ Moscow Ballet Rehearsal - <b><u>NO CLASSES!!!!</u></b>
	15 (Sat.)	★ Class as usual
	17 (Mon.) – 22 (Sat.)	★ Observation Week: Family Members May Observe Classes
	31 (Mon.)	★ <b>Halloween – No Class</b>
November	15	★ Costume Deposits Due
	22 (Tue.) – 26 (Sat.)	★ <b>Thanksgiving Break – Center Closed</b>
	28 (Mon.)	★ Classes resume after Thanksgiving Break
December	13 (Tue.) – 19 (Mon.)	★ End First Session Half Year Classes [Performance Days]
	13 (Tue.) – 19 (Mon.)	★ Wear PJs to Class Week; last week of classes before winter break
	20 (Tue.) – Jan. 3 (Tue.)	★ <b>Winter Break – Center Closed</b>
January	4 (Wed.)	★ Classes Resume
	8 (Sun.)	★ Open House
	16 (Mon.)	★ <b>MLK Birthday – Center Closed</b>
	30 (Mon.)	★ Second Session Half Year Classes Begins
February	20 (Mon.)	★ Presidents' Day: Studio WILL be open as usual
	27 (Mon.) – March 3 (Sat.)	★ Observation Week: Family Members May Observe Classes
March	1 (Thu.) – 3 (Sat.)	★ Family Members May Observe Classes
	15	★ Final Costume Payments Due
	17 (Sat.)	★ Last Day of Classes before Private School Spring Break
	19 (Mon.) – 24 (Sat.)	★ <b>Private School Spring Break – Center Closed</b>
	26 (Mon.)	★ Classes Resume
April	31 (Sat.)	★ Last Day of Classes Before Baltimore County Spring Break
	2 (Mon.) – 7 (Sat.)	★ <b>Baltimore Co. Spring Break – Center Closed</b>
	9 (Mon.)	★ Classes Resume
May	29 (Sun.)	★ Concert Tickets Go on Sale
	14 (Mon.) – 19 (Sat.)	★ End Second Session Half Year Classes [Performance Days]
	20 (Sun.)	★ <b>Picture Day</b>
	26 (Sat.) – 28 (Mon.)	★ <b>Memorial Day Holiday – Center Closed</b>
June	29 (Tue.) – 31 (Thu.)	★ "In class dress rehearsals" for concert [last week of classes]
	1 (Fri.) – 4 (Mon.)	★ "In class dress rehearsals" for concert [last week of classes]
	3 (Sun.)	★ All ballet classes rehearse in studio for the ballet finale, 2 – 4 pm
	4 (Mon.)	★ <b>Last Day of Classes</b>
	5 (Tue.) – 8 (Fri.)	★ Tech Rehearsals at Goucher
	9 (Sat.)	★ Morning Ballet Dress Rehearsal at Goucher
	<b>June 9 (Saturday) and June 10 (Sunday)</b>	★ <b>The Moving Company Dance Center Spring Concerts</b>

**Please read The Moving Company Dance Center policies before you register for classes with us.**

**Enrollment Contract**

Registration for classes is a contract with MoveCo,LLC. Tuition is based on the Center year and remains the same regardless of the number of weeks, holidays or closings. Enrollment is complete when both the \$25.00 registration fee and the first installment are made. By signing the registration form, parents/adult students acknowledge responsibility for all tuition payments for the enrolled student.

**Withdrawal From Classes**

Non-attendance does not constitute withdrawal from class. Eight weeks' written notice using the "Add/Drop" form is required if a dancer wishes to withdraw from a class. The responsible party is obligated for tuition due during that eight week period. The form is available on the web site or in the office.

**Attendance**

- ★ **Communication:** All absences and/or tardiness should be communicated to the office prior to class. If a student misses consecutive classes without notification, the parents will be contacted to discuss continued enrollment.
- ★ **Tardiness:** The first ten minutes of class are just as important as the rest of the class, as a proper warm-up and stretching is vital to a dancer's health. Dancers are required to be on time, properly dressed, and ready to begin class at the start time.
- ★ **Regular Attendance:** Weekly attendance is required for all classes. Students who regularly miss classes fall behind. They miss skills, do not learn dance combinations, have a greater risk of injury, and lose confidence and interest. Irregular attendance is disruptive to both the teacher and the other students.
- ★ **Spring/Stage Rehearsal Attendance:** Attendance is extremely important for the dancers in the months prior to the concert. We want your children to shine the day of their performance. The confidence they will have by knowing their dance perfectly is the only way that will happen. Missing more than two classes between March 1<sup>st</sup> and the concert subjects the dancer to committing to additional rehearsals or removal from the performance. ALL classes from March through stage rehearsals at Goucher are MANDATORY.
- ★ **Performance Participation:** Our teachers have the right to limit a student's participation in the concert due to poor attendance. An instructor's choreography represents their work and the work of an entire class. It is unfair to ask us to include your child in a piece of work when he or she is inadequately prepared because of irregular attendance.

**Class Attire**

Dancers are asked to wear the following:

- Ballet & Intro to Dance
- Modern
- Jazz
- Tap
- Hip Hop
- Others

Females: pink tights, ballet shoes with pink elastics, black leotard, pink ribbons on pointe shoes  
Males: tee shirts, comfortable slacks or shorts, black ballet shoes

Solid colored leotard, footless tights or unitard with bare feet

Solid colored leotard with tights or black jazz pants and jazz shoes. Jazz sneakers may be worn in the level 4 classes only.

Solid color leotard with tights and black tap shoes (no heels).

"Non-marking" soled shoes

Dress according to instructor's request

**Hair**

Females: for ballet classes hair must be worn in a bun; for other classes hair should be pulled back neatly in a pony tail or in a bun

**Inclement Weather Policy**

- ★ **Morning Classes:** All classes that begin before noon will be canceled if the Baltimore County Public School System is closed or delayed due to inclement weather.
- ★ **Afternoon Classes:** All classes that begin after 12:00 noon will be evaluated depending on current driving conditions regardless of whether or not the BCPS is closed or delayed due to inclement weather. A message will be placed on the website and on the telephone voicemail regarding the status of these classes.
- ★ **Saturday Classes:** If a weekend system occurs, classes will be evaluated depending on current driving conditions. A message will be placed on the website and the telephone voicemail regarding the status of these classes.
- ★ **Classes in Session:** If inclement weather starts while we are in session, we will continue to have classes unless we call you. We will always stay with all children until they have been collected. Call 410-666-5710 for a message if you are uncertain.

**Web Site**

We will post the calendar, the class schedule, forms, information, and all announcements on our web site – [tmcdance.com](http://tmcdance.com).

**Payment**

- ★ **Family Discount:** Student with the most hours pays full price; additional family members receive a 5% discount. Families pay only one registration fee.
- ★ **Financing:** Families who prefer not pay the full tuition at the time of enrollment may choose to pay in 4 or 10 (if taking 3 or more classes per week) installments. Payments are due by the 15<sup>th</sup> of the month. We do not usually send a monthly bill.
- ★ **Late Payments:** Payments on account received more than TEN DAYS after the due date are late. Such accounts will be charged a 5% late fee.
- ★ **Returned Checks:** A \$25.00 charge will be assessed on all checks returned by the bank.
- ★ **Overdue Accounts:** We do not want to have to tell dancers that they cannot take classes because their parents have not paid their tuition. If you are unable to pay the tuition as you expected when enrolling, call us to work out a plan.

**Placement**

Placement recommendations are made by teachers at the end of each year; new students should contact the Center to arrange for a placement session. We feel strongly that placing students in a level that matches their capabilities will enable them to reach their full potential and reduce injuries.

**Illness / Injury**

Dance is a physical activity and there is a possibility of injury in participating in dance classes, rehearsals, performances or related activities. Upon signing the enrollment form, parents or adult dancers agree not to hold the Moving Company Dance Center or any faculty member, employee or guest teacher liable for any injury sustained or illness contracted while their child or they are a student of The Moving Company Dance Center.

**Concert**

The Spring Concert will be Saturday, June 9<sup>th</sup> and Sunday, June 10<sup>th</sup> 2012. To accommodate all classes, we anticipate running three different shows. If a student enrolls in more than one class, it is likely that student will perform in more than one show. If a dancer cannot perform on a particular day or will not be in the concert at all, please let us know in writing as early as possible. Last minute withdrawals are difficult for teachers and other students to work through. Tickets for the concert will go on sale Sunday April 29<sup>th</sup>, 2012. Seating is reserved and the price is \$15.00 per ticket. Children aged 4 and below do not need a ticket if they sit on a parent's lap. Your account must be up to date in order to purchase concert tickets.

**Costumes**

[For Intro 3 and above]

Costumes for the June concert must be purchased for every class in which a child is enrolled. Though we try to minimize the cost, the price is generally between \$45 and \$70 per costume. A costume deposit of \$40 per enrolled class is due November 15, 2011. Costumes will be purchased in early January 2012. If a dancer will not be in the concert, you must notify us in writing (preferably by email to [movecodance@verizon.net](mailto:movecodance@verizon.net)) by the end of December 2011. The remaining balance will be due March 15, 2012. Statements indicating balances due will be mailed or emailed. If you decide that your child will not perform in the concert after costumes have been ordered, you will be obligated to purchase the costume. We will begin handing out costumes as they arrive in April. Students will not be permitted to take home their costumes until they have been paid in full.