



Welcome to our True Crew Family! We are thrilled that you have chosen to trust us with your child at True Crew Dance Company for the recreational season. At True Crew, we believe and achieve through honesty, integrity and loyalty.

Our dedicated staff is highly qualified and looks forward to giving your child a wonderful dance experience. We not only teach age-appropriate dance routines, we teach discipline and respect as well as self-confidence, team work and good sportsmanship. Our goal is to discover the unique gifts and talents of each dancer and develop them to their highest potential so that they may enrich their lives through dance.

Please read through this handbook carefully and sign and return the acknowledgement page at the end of the packet to the studio prior to or at your child's first class.



When reading this STUDENT HANDBOOK, read across the rows to see requirements, and what is included.

REGISTRATION Aug -June	\$50.00. INCLUDES ... 1 DRESS CODE LEOTARD for classes OR FOR HIP HOP classes a HIP HOP DRESS CODE SHIRT.
TUITION: DUE 1ST OF EVERY MONTH	<p>Tuition is DUE the 1st of the Month. An automatic late fee of \$15.00 is applied on the 10th of the Month. Students with an account behind 1 month will be held out of class until all balances are paid to date.</p> <ul style="list-style-type: none"> • A \$50 per student registration fee is due at the time of your child's registration. • One dress code leotard OR shirt (for hip hop) is included with your registration fee. • The first month's tuition (covering 1/2 of Aug. and 1/2 June tuition) is due at the time of registration/prior to 1st class . • Studio offered discounts do not apply to registration fees OR ANY expenses for items. • True Crew Dance Company offers sibling discounts, police, fire, teacher and active military discounts (proof required). • Tuition is due on or before the 1st of each month September through May. Should you wish to pay your yearly tuition upfront, you will receive a 5% discount on your tuition. • Tuition is based on the hours of instruction time for the season AUGUST THROUGH JUNE, NOT the number of MONTHLY classes. • After the 10th of the month, late payments will be assessed a non-refundable \$15.00 late fee. This is automatically placed on the bill by the billing company and cannot be adjusted or removed once placed on the account. • Payments by check must include child's first and last name, and payment details. When paying by cash, please use the Studio envelopes and fill out your students information. • Payments may be placed in the locked payment box in the studio or can be submitted at the front desk. • A \$30.00 fee will be charged for all returned checks. • Credit card payments are also accepted in the studio and on-line through our website, truecrew.org. ***A processing fee of \$5.00 per transaction will be applied to credit card payments. • We also accept CashApp, Venmo and ApplePay. 772-708-6564 • Tuition is not pro-rated, refunded or credited for missed classes due to: <ul style="list-style-type: none"> • weather, holidays or personal or studio vacation closures.
ATTENDANCE: COVID 19 ACCOMMODATIONS	<p style="text-align: center;">Attendance is EXPECTED & RECOMMENDED at ALL Classes, Recreational Performances/Recitals.</p> <div style="display: flex;"> <div style="flex: 1;"> <ul style="list-style-type: none"> • To reach full potential in class, a student must attend on a consistent basis. • We expect weekly attendance from all of our students at True Crew Dance Company. • Students should arrive ready, approx. 10 minutes prior to their scheduled class time. (**SINCE COVID/CDC accommodations are in place, WAITING ROOMS are CLOSED Students will be given hand sanitizer in order to enter. Students wishing to wear masks are responsible for their items. • Students should use restroom prior to being called into class and will be reminded to wash hands. • Students MUST wait QUIETLY to be called into class. • If a student must miss a class, please notify the studio at 772-879-2739 or via email at truecrew.info@gmail.com. • Poor class attendance may result in dismissal from performances at the discretion of the instructor. • There are no credits or refunds for classes missed. • If your child has a contagious illness or is injured, please keep them home until they are recovered. • Students should rest until they can fully participate in class without risk of relapse or injury. • Tardiness/Lateness affects the entire class. • If LATE, students may only enter their class with the assistance of our Office Staff/Assistants. • In the case of serious illness/injury that would require a student to miss more than a month of class: <ul style="list-style-type: none"> • Request for Tuition to be waived MUST BE in WRITING. • Tuition may be waived as determined by the True Crew Dance Company Director. • This is on a case-by-case basis. • A Doctor's Certificate requiring same MUST accompany the request. </div> <div style="flex: 1; padding-left: 20px;"> <p>Dropped Classes</p> <ul style="list-style-type: none"> • No refunds or partial credit will be issued for dropped classes after the 10th of the month. If after the 10th of the month, you are required to pay your tuition for the entire month regardless of the reason for dropping. • Class/es dropped after the 10th and not paid by the appropriate due date, still receive a LATE FEE. • If dropping a class, YOU are RESPONSIBLE to notify us via email at truecrew.info@gmail.com • Once WRITTEN notice is received, your child will be removed from that class list and our billing records. <p>Adding Classes</p> <ul style="list-style-type: none"> • We always welcome enrolled students to try other dance classes at the studio. • We offer a free trial class for those students wishing to try another class. • The student must arrange for the trial class through the studio operations manager at the front desk. • Students wishing to add the class to their schedule must fill out a "CLASS ADD FORM". • Any additional tuition associated with the class(es) will be due upon the addition of the class/es. • New classes are prorated when added at the end of the month. </div> </div>

TRUE CEW RECREATIONAL STUDENTS Pg. 3

<u>LEVELS OFFERED:</u>	<u>Approx. Age/Grade</u>	<u>CLASSES OFFERED</u>	<u>CLASSES OFFERED</u>	<u>CLASSES OFFERED</u>	<u>CLASSES OFFERED</u>	<u>CLASSES OFFERED</u>	<u>CLASSES OFFERED</u>
PRESCHOOL	Preschool Approx Age 2 1/2 - 4	Combination Class: Ballet, Jazz, Hip Hop, Tap	Acrobatics.				
COMBO 1, 2, 3, Mixed	Kindergarten & Below Approx age 4-7	Combination Class: Ballet, Jazz, Hip Hop, Tap	Acrobatics.				
LEVEL 1	Grades 1, 2, 3 Approx age 7- 9		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
LEVEL 1/2	Mix of Level 1 & 2		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
LEVEL 2	Grades 4, 5, 6 Approx age 9-12		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
LEVEL 2/3	Mix of Level 2 & 3		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
LEVEL 3	Grades 7, 8, 9 Approx age. 12-14		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
LEVEL 3/4	Mix of Level 3 & 4		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
LEVEL 4	Grades 7 & Up Approx. age 14 & Up		Acrobatics.	Ballet, Lyrical, Jazz, Contemporary, Modern	Hip Hop & Boyz Only	Tap	Musical Theatre
ADULTS	Approx. Age 21 & Up			Ballet/Jazz/Hip Hop/Tap			

<u>DRESS CODE:</u>	Students must be in full dress code tights are suggested for health purposes and hair pulled back SLICK with dress code shoes to attend class.						
ATTIRE:	<ul style="list-style-type: none"> Students should arrive at the studio in the proper attire for the class they are attending. Shirts are not permitted to be worn in class with the exception of Boys Hip Hop. See the chart below for required attire for each class and level. SHOES/BAG/all articles of clothing MUST have your child's name clearly marked. True Crew Dance Company is not responsible. for any lost, broken or stolen articles. <p>Students attending class without proper dress code, will be permitted to obtain a suitable acceptable CLEARANCE dress code replacement item from the front desk, in order to participate in the class and it will be automatically applied to their account. Leos: \$5.00 Tights: \$10.00 Shorts: \$5.00 Skirts: \$5.00 Lightly Used Shoes: \$5.00</p>						
HAIR/ JEWELRY:	<ul style="list-style-type: none"> Hair MUST be pulled back, away from the face and secured in a slick ponytail or bun. Buns are not permitted for Acrobatic classes. Jewelry and additional accessories are not permitted in class and should be left at home. We are not responsible for such items. Gum and Food are also not permitted in class or in the studio. 						
CLASS HAIR & ACCESSORIES	For ALL classes, hair must be pulled back off the face neatly/slicked back into a pony tail or bun to participate in class. In BALLET classes a BUN is REQUIRED . PHONES ARE NOT PERMITTED in class, and True Crew is not responsible for loss of any items. Hanging/dangling Jewelry is not permitted for safety purposes.						
OBSERVATION POLICY	<ul style="list-style-type: none"> Parents are welcome to observe their child's class through the STUDIO VIEWING APP, that parents are responsible for downloading at the beginning of EVERY NEW SEASON. Parents are not permitted to enter the dance class at any time. **CONTINUING WITH COVID Guidelines, the waiting area will not be OPEN FOR OBSERVATIONS beyond PRESCHOOL CLASSES. No students are permitted to enter the classroom if they are not participating in that class. When these students are waiting, they must be sitting and quiet. 						
	CONTINUING WITH E COVID/CDC accommodations, we will continue with hand sanitizing and temperature taking upon entering the studio. Also, the FRONT OFFICE AREA is not a place to take personal phone calls. The front office and waiting areas are designed to be quiet and orderly. IF USING PHONES OR ANY OTHER TECHNOLOGY, IT IS NECESSARY TO PLEASE DO SO OUTSIDE THE PREMISES.						
CLASSES:		<u>Combination Class Info.</u>	<u>Acrobatics Info.</u>	<u>Ballet,Contemporary, Lyrical, Jazz, Modern, Info.</u>	<u>Hip Hop & Boyz Info.</u>	<u>Tap Info.</u>	<u>Musical Theatre Info.</u>
PRESCHOOL Studio Leotards & Colors ONLY...no others accepted.		Girls: Dress Code TCDC LEO, skintone or pink tights. Boys: Black SWEAT PANTS, TCDC shirt.	Girls: Dress Code TCDC LEO, may also wear black shorts. You do not wear tights for ACRO ONLY) Boys: Black shorts or SWEAT PANTS, TCDC shirt.		STUDENTS MUST PURCHASE BLACK SWEAT PANTS FOR CLASS.		
<u>COMBO CLASS</u> Studio Leotards & Colors ONLY...no others accepted.		Girls: Dress Code TCDC LEO, may also wear black skirt for ballet, and black shorts for jazz and tap with skintone or pink tights. Boys: Black SWEAT PANTS, TCDC shirt.					
<u>LEVEL 1, 2, 3 & 4</u> Studio Leotards & Colors ONLY...no others accepted.		Girls: Dress Code TCDC LEO, may also wear black skirt for ballet, and black shorts for jazz and tap with skintone or pink tights highly suggested. Boys: Black SWEAT, TCDC shirt.		Girls: Dress Code TCDC LEO. skintone or pink tights. Boys: Black track PANTS, TCDC shirt. Boys Ballet: Black fitted pants, white tank		Girls: Black SWEAT PANTS, TCDC LEO. Boys: Black SWEAT PANTS, TCDC Hip Hop shirt.	Girls: Dress Code TCDC LEO. skintone or pink tights . Boys: Black SWEAT PANTS, TCDC shirt.
<u>ADULTS</u>				Form fitting exercise clothing			

Required shoes for dance classes are to be purchased through the studio. All students must have their required shoes within 1 month of starting class in order to continue to take part in class. By purchasing through the studio, you are guaranteed to have the proper uniform shoes in with your child's class. Also, as we purchase the shoes through our distributor we can offer you the shoes at a discounted rate.							
Hip Hop shoes & pants are purchased separately. You may use the link provided or purchase solid black sneakers like the ones provided for in the link.							
• ORDERED through STUDIO. No others accepted. PRESCHOOL no others accepted	Ballet: \$30.00 & UP Tap: \$30.00 & UP	<u>Ballet:</u> Split Sole Ballet: PURCHASE through STUDIO NO Ties. <u>Tap:</u> Slip on Black PURCHASE through STUDIO NO Ties.	<u>Acro:</u> bare feet		Hip Hop shoes & pants are purchased separately on your own.		
	Ballet: \$30.00 & UP Tap: \$30.00 & UP	<u>Ballet:</u> Split Sole Ballet: PURCHASE through STUDIO NO Ties. <u>Tap:</u> Slip on Black PURCHASE through STUDIO NO Ties.	<u>Acro:</u> bare feet				
• ORDERED through STUDIO. No others accepted. COMBO CLASSES	Ballet: \$30.00 & UP Tap: \$30.00 & UP	<u>Ballet:</u> Split Sole Ballet: PURCHASE through STUDIO NO Ties. <u>Tap:</u> Slip on Black PURCHASE through STUDIO NO Ties.	<u>Acro:</u> bare feet				
• ORDERED through STUDIO. HIP HOP through link/or on own. No others accepted. LEVEL 1	Ballet: \$30.00 & UP Contemporary: \$40.00 & UP Jazz: \$40.00 & UP Hip Hop —Purchase on own or through link Tap: \$55.00 & UP		<u>Acro:</u> bare feet	<u>Ballet:</u> Split Sole Ballet: PURCHASE through STUDIO NO Ties. <u>Contemporary & Modern:</u> Nude Capezio Spinners PURCHASE through STUDIO <u>Jazz:</u> Slip on Black Jazz PURCHASE through STUDIO <u>Tap:</u> Slip on Black PURCHASE through STUDIO NO Ties.	<u>ALL Hip Hop:</u> Nike Tanjun BLACK with white stripes and white sole Sneakers ORDER: Kids: https://amzn.to/3rxFNnF Mens : https://amzn.to/3y6ZKnK Ladies: https://amzn.to/3y3UAc2 OR SOLID BLACK/WHITE SOLE SNEAKERS THAT LOOK THE SAME & PAINT A SWOOP	<u>Tap:</u> <u>LEVEL 2 & UP:</u> Tie Black Full sole PURCHASE through STUDIO.	<u>Musical Theatre:</u> Slip on Black Jazz PURCHASE through STUDIO
• ORDERED through STUDIO. HIP HOP through link/or on own. No others accepted. LEVEL 2 & UP	Ballet: \$30.00 & UP Contemporary: \$40.00 & UP Jazz: \$40.00 & UP Hip Hop —Purchase on own or through link Tap: \$55.00 & UP		<u>Acro:</u> bare feet	<u>Ballet/Lyrical, Contemporary & Modern:</u> Nude Capezio Spinners PURCHASE through STUDIO <u>Jazz:</u> Slip on Black Jazz PURCHASE through STUDIO <u>Ballet Technique:</u> Split Sole Ballet PURCHASE through STUDIO NO Ties. <u>Tap:</u> Slip on Black PURCHASE through STUDIO NO Ties.	----- Sweat Pants. BLACK PANTS ORDER : GIRLS: https://a.co/d/7wf5ThQ WOMEN: https://a.co/d/bC7fvWY - BOYS: https://a.co/d/az4L6PN MENS: https://a.co/d/3WvZXTV  	<u>Tap:</u> <u>LEVEL 2 & UP:</u> Tie Black Full sole PURCHASE through STUDIO.	<u>Musical Theatre:</u> Slip on Black Jazz PURCHASE through STUDIO
	<ul style="list-style-type: none">• Students must come prepared to class with proper shoes.• All shoes must be purchased through True Crew Dance Company.• Shoe sizing days and times will be announced on our web page well in advance of the date.• Payment for shoes is required at the time of ordering.• See the chart below for required shoes for each class and level.• DANCE shoes should <u>not</u> be worn outside.• STREET shoes are <u>not</u> to be worn on the studio floors.• STREET shoes should remain in the waiting area under the benches neatly. <p>***All students will receive a Special Gift when picking up their dress code.</p>						

COSTUME for RECITAL	Costumes/June Recital Package <ul style="list-style-type: none">• Each class orders a costume, unless otherwise noted.• Some classes order more than 1, we always do our best to keep the cost as minimal as possible.• Acro is not a recital class. it is for skills only .• **We cannot under any circumstances, refund money for costumes, recital, photo or video packages ordered.		<ul style="list-style-type: none">• Please store each costume and its accessories together once it is received.Costumes are normally around the end of March, beginning of April.
<u>RECITAL PACKAGE/ITEMS</u>	***Choose Your Package: <i>(NOTE: If student is in multiple classes, Each additional costume beyond the 1st costume is @ \$85.00 each added to this package) Any Family who does not decide at registration which package they will be ordering, is automatically placed onto the Recital/Costume Only Package, charged to their account and responsible for payment, unless written notice requesting a different package received by the family.</i>		
RECITAL ROYAL PACKAGE... EVERYTHING COSTUME, TIGHTS portion DUE NOV. 1 BALANCE DUE FEB. 1	GIRL \$235.00 or BOY \$225.00	Discount Deal: Girls: \$235.00 includes Boys: \$225.00 *** <ul style="list-style-type: none">- Payment Plan Option: \$100.00 paid by Nov. 1 balance due by Feb. 1- 1 Costume AND -1 pair of Recital tights ***Boys do not get a pair of tights- 1 Commemorative Recital T-Shirt with Name AND -1 Commemorative Recital Participation Trophy- 1 Photography Individual Session with all digital photos and classes included AND -1 Recital Video	
RECITAL/PHOTO PACKAGE... COSTUME, TIGHTS portion DUE NOV. 1 BALANCE DUE FEB. 1	GIRL \$190.00 or BOY \$180.00	<ul style="list-style-type: none">• Discount Deal: Girls: \$190.00 includes Boys: \$180.00 ***- Payment Plan Option: \$100.00 paid by Nov. 1 balance due by Feb. 1- 1 Costume AND -1 pair of Recital tights ***Boys do not get a pair of tights- 1 Commemorative Recital T-Shirt with Name AND -1 Commemorative Recital Participation Trophy- 1 Photography Individual Session with all digital photos and classes included	
RECITAL/VIDEO PACKAGE... COSTUME, TIGHTS portion DUE NOV. 1 BALANCE DUE FEB. 1	GIRL \$190.00 or BOY \$180.00	<ul style="list-style-type: none">• <u>RECITAL/VIDEO Package:</u>• Discount Deal: Girls: \$190.00 includes Boys: \$180.00 ***- Payment Plan Option: \$100.00 paid by Nov. 1 balance due by Feb. 1- 1 Costume AND -1 pair of Recital tights ***Boys do not get a pair of tights- 1 Commemorative Recital T-Shirt with Name AND -1 Commemorative Recital Participation Trophy- 1 Recital Video	
RECITAL ONLY PACKAGE ... DUE NOV. 1	GIRL \$150.00 or BOY \$140.00	<ul style="list-style-type: none">• <u>RECITAL Package only:</u>• Girls: \$145.00 includes Boys: \$135.00 ***- Payment Plan Option: \$100.00 paid by Nov. 1 balance due by Feb. 1- 1 Costume AND -1 pair of Recital tights ***Boys do not get a pair of tights- 1 Commemorative Recital T-Shirt with Name AND -1 Commemorative Recital Participation Trophy	
ADDITIONAL CLASS COSTUMES	\$85.00	STUDENTS PARTICIPATING IN MORE THAN 1 CLASS: Each additional costume is \$85.00	

LATE ORDERED COSTUMES/ STUDENTS WHO DISCONTINUE CLASSES.	FINAL DAY TO ORDER A COSTUMES FOR RECITAL IS JANUARY 15. STUDENTS MAY REGISTER & PARTICIPATE IN CLASSES BUT NO COSTUMES CAN BE ORDERED AFTER JANUARY 15.	<ul style="list-style-type: none">● <u>COSTUMES:</u><ul style="list-style-type: none">- Orders not paid by Nov. 15th will have a LATE ORDER/ADDITIONAL SHIPPING FEES of \$25.00 per costume and COSTUMES WILL NOT be ordered until paid in full.- Orders received after November 15th, due to students starting later in the season will have a LATE ORDER/ADDITIONAL SHIPPING FEES of \$25.00 per costume and COSTUMES WILL NOT be ordered until paid in full. These cannot be guaranteed to be received in time for studio pictures or recital, so speak directly to Ms. Toni.- Once your order is placed, orders CANNOT be CANCELLED or REFUNDED; however, if it is necessary for a student to withdraw from classes for any reason, you will still receive your whatever part of the COSTUME and/or RECITAL PACKAGE you purchased.- Costumes will not be given out with any account that has a balances due.- ****PLEASE NOTE, sibling discounts ARE NOT on items or costumes, as costume distributors do not provide family discounts. It is out of her dedication and loyalty towards our studio families that Ms. Toni offers families discounts on student CLASSES .- SHOES & KNEE PADS: All students must purchase the required shoes/colors to wear in the Recital. It was required of all students to purchase the proper shoes within 1 month of starting your 1st class. Students without proper footwear will not be permitted to perform in the recital.				
PHOTO SITTING***	\$65.00	***IF Purchased separate of the recital package.				
VIDEO***	\$65.00	***IF Purchased separate of recital package.				
<u>PERFORMANCES:</u>						
December	Farewell to 2023... Performance that ALL STUDENTS participate in : SUNRISE THEATRE, Fort Pierce. Tickets must be purchased for those attending, NOT STUDENTS. Purchase directly through the Sunrise Theatre box office. CONFIRMED!!! SUNDAY, DECEMBER 17TH, 2023					
June	End of the Season Recital Gala Performance that ALL STUDENTS participate in. Normally held at the Sunrise Theatre Fort Pierce. Tickets are purchased for those attending, NOT STUDENTS. Purchase directly through the Sunrise Theatre box office. HOLD THE 1ST THREE WEEKENDS IN JUNE 2023.					
Occasional Extra :	Extra performances are offered throughout the year and Recreational Students are invited to register at the FRONT DESK when POSTED and participate.					
DECEMBER PERFORMANCE --registered by 11/1 & JUNE RECITAL --registered by 1/15	PARENTS ARE REQUESTED TO VOLUNTEER BACKSTAGE FOR EITHER THE DEC. OR JUNE GALA.	<p>True Crew Dance Company has two (2) yearly performances:</p> <ul style="list-style-type: none">• A year-end winter show in December 17, 2022, CONFIRMED to be at the Sunrise Theatre, Fort Pierce. You asked for it, we produced it---just one show at a larger venue, more convenient for families and friends to attend.• Our season-end recital<ul style="list-style-type: none">• Please make sure to keep the first 3 weekends in June free.• Upon receipt of the exact date/s for our Annual dress rehearsal and recital:<ul style="list-style-type: none">• They will be POSTED to our website by mid-December, but no later than early Spring.• Performances are opportunities to celebrate your child’s hard work and their accomplishments. It’s your opportunity to further show them off!• All students in performing classes are assumed to be participating in the recital.• Students <u>not</u> participating in recital performances MUST NOTE/ADVISE OF SAME AT REGISTRATION.• Any students enrolling in classes after January 1st MAY REQUEST to be added to the June Recital.• Final opportunity to be granted a position in the recital is JANUARY 15 if a costume can be obtained.• Added Students may need to pay for private lessons to get caught up on choreography if needed.• Students MUST have all account balances, tuition and any expenses or fees paid in full to participate in the recital.				

PICTURE DAY

- Picture Day --All Photos are Digital Uploads**
- We schedule picture day for class and individual photos,
 - Dates and times will be listed on our Calendar Page of our True Crew website once they are set.
 - Once posted, please keep the entire day available.
 - We normally start around 8:30 a.m. and are finished by 8:00 p.m.
 - Please prepare to arrive at least 30 minutes prior to your scheduled photo session.
 - We normally run ahead of schedule.
 - You will also need to complete the required paperwork.
 - Hair and makeup guidelines are also listed on the website.
 - Photo Sessions purchasers will receive notification as to when their photos are ready for upload.

STUDIO PHOTO/
VIDEO RELEASE &
PERFORMANCE
VIDEOS

- Photo/Video Release - Recital & Class Performance and Practice Videos are Digital Uploads**
- We use pictures/videos of our students on our website, social media outlets and printed materials.
 - We understand and honor any request for privacy of our studio families.
 - If you deny permission for True Crew Dance Company to use your child’s photographs and videos, you must notify the studio in writing prior to the first day of classes.

CLASS
CANCELLATIONS

- Class Cancellations/Modifications**
- IMPORTANT: WE ARE NOT AUTOMATICALLY CLOSED WHEN SCHOOLS ARE CLOSED.**
- Please refer to our monthly calendar at truecrew.org, our website for **CLOSED STUDIO** dates.
 - Studio Closures will be posted:
 - On our website, under the Calendar tab,
 - On our True Crew Parent's Facebook Page,
 - On our bulletin board in the studio.
 - Poor weather conditions can affect dance classes, depending on the timing of the storm.
 - As such, cancellations may occur if a storm creates dangerous driving conditions.
 - We make every attempt to hold classes.
 - In the event you are uncertain whether or not we have class due to weather concerns, call the studio. **772-879-CREW (2739)**
 - In severe weather situations, if we CLOSE there will be a weather-related message on our phone.
 - Please note, if St. Lucie County Schools close **DUE TO WEATHER**, classes are automatically cancelled. These classes will not be made up.
 - True Crew Dance Company reserves the right to:
 - cancel, combine, change times, add, or modify classes if necessary.
 - provide substitute teachers or replacement teachers if necessary.
 - These decisions are made by the Studio Director.
 - Tuition is not pro-rated, refunded or credited for missed classes due to:
 - weather, holidays or personal or studio vacation closures.

STUDIO HOLIDAYS

STUDIO HOLIDAYS
9/4 Labor Day
11/20-11/24 THANKSGIVING BREAK (Reopen 11/27)
12/18-1/1 WINTER BREAK (Reopen 1/2)
1/15 Martin Luther King Jr. Day
2/19 Presidents Day
3/18-3/22 SPRING BREAK (Reopen 3/25)
4/29 Good Friday
5/27 Memorial Day

CONVENTION:

Are offered throughout the year at the studio and Recreational Students are invited to register and participate.

STAY UP TO
DATE

- Information**
- Up-to-Date information will be available on our website, as well as all social media, Facebook and Instagram.
 - All information will be posted and you will receive periodic **EMAILS** and text messages through **REMIND APP** that is your responsibility to accept the invite for. You will also need to request to become a member of the **PRIVATE FACEBOOK PAGE: TRUE CREW DANCE COMPANY- PSL (PARENT GROUP)**
 - Stay up-to-date with True Crew Dance Company news and events.
 - Please make sure you list a **current/legible email address** on your child’s registration to receive updates.
 - If you are not receiving emails, please notify the front desk immediately.

DANCERS & PARENTS EXPECTATIONS DROP OFF & PICK UP PROCEDURES	<p>Dancers Expectations</p> <ul style="list-style-type: none"> • All students will show respect to each other, parents, instructors, and studio employees. • Fighting, arguing, and course or abusive language will not be tolerated. • Students must be attentive to the instructor, avoid interruptions and excess talking. • All students must display a positive attitude. • Dance is fun, provides great exercise, and allows students to express themselves • Negativity damages the level of fun and creates a poor environment for fellow students. • No gum, food, or drinks are permitted in the studio BESIDES WATER. • Make sure to dispose of any trash that may be left behind. • Please remain quiet in the waiting room until your class. • Listen and do your best! Remember, you are here to learn. <p>Parents Expectations</p> <ul style="list-style-type: none"> • If you have questions or concerns about your child's class or progress, please: <ul style="list-style-type: none"> • feel free to email, or set up a private conference with the studio director. • I will call and make arrangements to speak or meet with you at a convenient time. • Please do not discuss concerns with the instructor before, during, or after a class. • Please come INTO the studio to DROP OFF PRESCHOOL AND COMBO students ONLY. PICK UP FOR <u>ALL STUDENTS</u> IN AROUND THE BACK OF THE STUDIO THROUGH THE PICK UP LINE, WHICH CANNOT BEGIN LINE UP UNTIL 5 MINUTES PRIOR TO THE END OF CLASS. • Check the website and social media apps regularly for updates. • When in the studio, be sure to look at the bulletin board. • Make sure you have received any current information that may have been handed out. This is especially important at PERFORMANCE TIME. • Notify the front desk of any difficulties or situations that your child may have. Please call if your child is going to be absent or needs to leave early.
PARKING LOT	Parent/Guardian who decide to wait while students are in class, <u>may ONLY park in the DOUBLE PARKING LOT behind our building parallel to Macedo Blvd. behind our studio. ***NOT IN FRONT OF AND NOT IT THE EXIT DRIVEWAY BEHIND</u> the Studio-- <u>Cars in these areas WILL BE TOWED AT YOUR OWN EXPENSE.</u> The parking lot is NOT a play area. Any student age 7 or below, MUST BE PERSONALLY BROUGHT TO FRONT STUDIO DOORS, A, B, OR C and ALL STUDENTS MUST BE PICKED UP FROM THE STUDIO BACK ENTRANCE DOORS.
WAITING AREA	<u>IN KEEPING WITH COVID/CDC accommodations, we will continue to keep our waiting rooms closed with the exception of enrolled students waiting for classes, parents making payments, registrations or class changes. Viewing of classes is available through a private app that you need to download.</u> (The waiting room is not a play area and it is REQUIRED that any students waiting for class be SEATED QUIETLY . Also, the waiting area is <u>not a place to take personal phone calls.</u> The waiting areas are designed to be quiet and orderly. <u>IF USING PHONES OR ANY OTHER TECHNOLOGY, IT IS NECESSARY TO PLEASE DO SO OUTSIDE THE PREMISES.)</u>
NO FOOD ALLOWED:	Food and snacks are <u>NOT permitted</u> inside the studio. Should any child BE REQUIRED to have a snack with them, it is the parents responsibility to have them eat same in their car or outside on the benches and take care of any trash they have. ALLERGIES CAN BE DETRIMENTAL TO STUDENTS' HEALTH.
NO PETS ALLOWED:	PETS ARE NOT permitted inside the studio, due to allergies. Thank you for your cooperation
STUDIO POLICIES	<p>Studio Area</p> <ul style="list-style-type: none"> • Food and drink are not permitted in the studios. • Absolutely NO street shoes are permitted on the dance floors. Dirt, dust and debris from street shoes can lead to falls and injuries and may harm dance floors. • Students are not to lean on or touch studio mirrors. • Students are not to hang or swing from barres; nor should clothes or towels be hung from the barres. The dance barres are for educational purposes only. • All teaching tools, props, visual aids, and sound equipment are property of True Crew Dance Company and should not be touched or used without permission of the instructor. <p>Restrooms</p> <ul style="list-style-type: none"> • Children must be potty trained or in pull-ups to participate in classes at True Crew. We ask parents to monitor, remind students, especially young ones, to use the restroom prior to class time. If a child needs to use the restroom during class time, students need only ask permission. Please help us in keeping the restrooms clean. • Pre-school students will be escorted to restroom with assistant waiting outside the door. When parents are in the waiting room, they will be brought to their parents assistance. <p>Parent Pick-up/Drop-off</p> <ul style="list-style-type: none"> • Parents are responsible for transporting their child to and from class on time. • Students must wait inside the building until someone arrives to pick them up. • No student will be released to anyone other than the people listed on the student's registration form unless prior notice is given to studio management.

COVID-19 ACCOMMODATIONS

-- Effective Immediately and until we re-evaluate procedures and advise of any possible changes.

- All studio families must sign/initial the COVID-19 Clause Waiver on the registration form in order to participate at the studio as well as any studio function.
- Weekly attendance is expected from all of our students at True Crew Dance Company.
- Attendance is accomplished through **IN-STUDIO** classes. Should we ever be required by the Government to go back to **ZOOM** classes (that will also be made available during restrictions).
- WHILE COVID/CDC accommodations remain in place, **WAITING ROOMS WILL ONLY BE OPEN FOR STUDENTS, PARENTS REGISTERING STUDENTS, PAYING ACCOUNTS OR MAKING CHANGES ON ACCOUNTS.**
**Social distancing and sanitizing will continue throughout the entire facility and all studios.
- Students with any signs of cold, cough, sickness or fever should not attend IN-STUDIO CLASSES.
- Students should use restroom prior to attending class. They will have access to restroom once in the studio and will be reminded to wash hands and sanitize any time they use the rest room.
- Students wishing to wear masks may do so and are personally responsible for their items.
- Should you need to contact the FRONT OFFICE for any reason, please call 772-879-CREW (2739) during studio hours.
- In the event the student or a family member is confirmed as having COVID, it is your responsibility to advise our Director, Ms. Toni immediately through email at truecrew.mstoni@gmail.com. Student's name and class as well as person affected, dates affected, etc. should be included in the information.

Student Arrival, Drop Off & Pick Up

- Students should arrive to the studio ready for class, **approx. 10 minutes prior** to their scheduled class time.
- Students will need to be dropped off at the **FRONT** entrance of the studio to be processed into the studio. **NO EARLIER THAN 10 minutes prior to their class beginning.**
- Parent/Guardian **MUST WAIT** to leave until student has entered the studio.
- Students will go through temperature taking at the Entrance Door and once cleared, will enter. They will then use hand sanitizer and will enter the class.
- If late, Students **WILL NOT** be permitted to enter class after the first 10 minutes of class starting, as not to be a distraction.
- Parent/Guardian who decide to wait while students are in class, **may ONLY park in the DOUBLE PARKING LOT behind our building parallel to Macedo Blvd. behind our studio.** *****NOT IN FRONT OF** or in the **EXIT DRIVEWAY BEHIND** the Studio.-- **VEHICLES IN THESE AREAS WILL BE TOWED AT THEIR OWN EXPENSE.**
- 5 minutes prior to class ending, Parent/Guardian may begin to line up in the Exit Driveway behind our studio building. At the end of their classes, students will be assisted out the **BACK EXITS** of **STUDIO A, B, and C** to their respective vehicles.
- *Thank you for your patience during these procedures. We are doing everything possible for the health, safety and wellbeing of our students and faculty.*

TRUECREWSTRONG