

SERENITY PARENT POLICY & CODE OF CONDUCT

Beginning February 10, 2018, SERENITY will adhere to the following Parent Policy & Code of Conduct:

- Parent Responsibilities
- Watch Week
- Financial Obligations
- Code of Conduct
- Attendance

SECTION 1: PARENT RESPONSIBILITIES

Parents are asked to adhere to the following guidelines and stipulations to ensure their student's successful career at SERENITY:

- Dedicated transportation to and from SERENITY related classes and events
- Informing teachers if the student will be missing a class and scheduling a makeup lesson: (additional fee may apply and is dependent upon the instructor's approval)
- Paying all tuition, costume, and registration fee costs by the scheduled due date
- Informing owners of any complications that may arise (financial, time, etc.)
- Uplifting and supporting ALL SERENITY students

SECTION 2: WATCH WEEK & CLASS PROCEDURES

Parents can watch class during scheduled times. This helps to keep distractions down to a minimum. One or both times below are considered:

- 1st class of each new semester
- Last class of the month.

We ask all parents to wait in our lobbies if they plan to stay during classes. If you run errands during class time, please be on time when their class is over.

We have a class size requirement to make sure our students get the best instruction possible. We try to limit our class sizes from 3-12 students per class. If you have registered for a class and there are less than 3 students enrolled for that class time, we will do everything we can to encourage students to join that class time over the next month. If no additional students join, you will be asked to select a different time slot to bring your child to class.

SECTION 3: FINANCIAL OBLIGATIONS

Below is the detailed list of fees associated with enrollment at SERENITY:

- Annual Student Registration Fee: \$38.00
 - Due upon initial enrollment and collected yearly on the 15th of August for the duration of student involvement in SERENITY related classes and events. Specialty camp enrollment may have an additional registration fee.
- Costume Fee: \$65.00/costume/production
 - Each student will be charged a fee of \$65.00 per costume dependent upon level of student involvement

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- Example: 1 student dancing in 4 dances for 1 show will have a costume fee charge of \$220.00. (\$65.00 x 4)
- Tuition:
 - Tuition is calculated based upon the number of classes a student is enrolled in per month.
 - The following list is tuition due for Production Track classes:
 - First class is full price & the greater amount
 - 1 Hour: \$75.00
 - 1.5 hours: \$90.00
 - All additional classes / children are discounted at approximately 20-30%. The more classes you take; the bigger discount you receive
- Production Tickets
 - Each family will receive 2 tickets per production. Additional tickets are available for purchase through SERENITY and may vary in price.

SECTION 3.1: FINANCIAL OBLIGATIONS:

- PAYMENT METHODS
 - SERENITY requires all parents to enroll in autopay in order to help cut down on late fees, missed payments, and account confusion.
 - Parents may pay by cash or check; however, payments must be received by 15th at 3:00 PM each month. Otherwise, the saved card will be charged.

SECTION 3.2: FINANCIAL OBLIGATIONS:

- FUNDRAISING
 - Throughout the calendar year, SERENITY families can participate in fundraising to help combat the required fees and payments. Participating families will receive a percentage of the profits to be applied to their account as credit. Credits may be used towards tuition, production tickets, events, etc.
 - Credits MAY NOT be applied towards costume fees.

SECTION 4: CODE OF CONDUCT

SERENITY's mission is to provide a positive environment to inspire creativity and develop a love and appreciation of the arts. In order to do this, we entrust the following guidelines to our parents:

- Use of only uplifting and encouraging words directed towards all students.
- Assistance in teaching children to respect their surroundings by encouraging them to throw away trash, pick up after themselves, and making sure they are taking responsibility for their belongings.
- Address all issues directly with the teacher or owners confidentially through email, phone call, or face to face discussion.
- Respect for all SERENITY staff and instructors.
- Respect for SERENITY rules regarding rehearsals, class watch periods, picture day, events, etc.

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With your help, we can make sure SERENITY remains a place of positivity and encouragement.

SECTION 5: COSTUME / DANCEWEAR POLICY

Students who come to class dressed in proper attire respond better in a learning environment. Much like school, there is a preferred “uniform” we require from our students. The items below are a basic requirement. Your teacher may have specific guidelines they set for their classes.

- Ballet, Tap & Jazz Students:
 - Leotards (preferably black) with nude, pink or white tights. (may require specific color for performances)
 - Ballet skirts are fine if they do not become a distraction.
 - Ballet, Pointe, Tap, and/or Jazz shoes (may require specific color for performances)
 - Hair neat & secure (preferred in bun or ponytail)
- Contemporary Students:
 - Leotards (preferably black) with nude, pink or white tights. (may require specific color for performances & can be convertible tights)
 - Sports Bra (intended for outerwear)
 - Bare feet, dance paws, or lyrical sandal
 - Hair neat & secure (preferred in bun or ponytail)
- Hip Hop
 - Athletic, capris, legging pants (black, white, or grey)
 - Tank top or solid shirt (black, white, or grey)
 - Sports Bra (intended for outerwear)
 - Sneakers
- NOT ACCEPTABLE:
 - Tight shorts that are too short
 - Ripped clothing
 - Dirty clothing
 - Lewd or suggestive clothing
 - Dancing in socks only (slip hazard)
 - Hair that is a distraction in class (should be out of face)

Our promise to you regarding our costume policy is that we will never select a costume that would make you feel uncomfortable dressing your child in. Costumes are selected in good taste and modesty and age appropriateness is a major factor. However, costume selection is at the discretion of the teacher based off theme of dance/scene being performed. You or your child may think a costume is ugly; however, the decision is that of the teacher. We will make every attempt to display a picture of costumes before they are ordered.

If a costume arrives and is ill fitting or differs from the picture, we will make every effort to replace the costume with a better choice.

SECTION 5: ATTENDANCE

For a student to be prepared for performances, your child must attend 3 classes minimum a month. We do take attendance. Tuition is still due when you miss class. If you plan to drop out of the program,

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please let us know in writing (an email is fine). We will stop processing all fees if your account is in good standing. We do follow the holiday schedule for Livingston Parish Schools. We do have makeup lessons if a class ends up not receiving their 4 promised classes per month.

I understand that failure to comply with any of the rules and guidelines may result in dismissal from Serenity Academy of Performing Arts. I agree to uphold the SERENITY mission of promoting grace, humility, and diversity.

Parent Signature

Date