



### **COVID PREVENTION POLICIES**

- Upon entry, dancers are asked to wash their hands and/or use hand sanitizer.
- One parent/guardian may accompany dancers under the age of seven. Parents and guardians accompanying their children under seven years of age may wait in the hallway during their child's class; they are not permitted to wait inside the studio.
- RDA is not currently requiring masks for class, or the vaccination status of our dancers. This policy may change at any time based on local guidance and COVID infection numbers. Any changes must be adhered to immediately.
- Dancers are required to notify the RDA Team or Faculty if they are feeling unwell, live with someone who feels unwell, have been contact traced, or have been in close proximity with someone who has been contact traced. If any of these criteria are met, dancers should wear a mask and socially distance, or not attend class.
- Dancers are encouraged to socially distance at least 6' from each other at all times.

### **COMMUNICATIONS**

RDA will respond to emails in a timely manner and are available for phone calls by appointment. Newsletter updates will be available by email. Please make sure you list a current email address on your family's registration form so you receive all updates. You can also follow us on social media to ensure you have the latest and up to date information.

IG: @rivertowndanceacademy • FB: [www.facebook.com/rivertowndanceacademy](http://www.facebook.com/rivertowndanceacademy)

### **STUDIO ETIQUETTE**

Dancers should wait quietly for their classes to begin in the hallway. Snacks are allowed in the hallway but only water may be taken into the studios. Please leave the studio as clean as you found it; students are responsible for throwing out any trash they bring into the space and cleaning up any messes. Dancers arriving more than 15 minutes late to class may be asked to sit and watch instead of participate; this is for student safety.

### **CANCELED CLASSES & REFUNDS**

In the case of individual canceled classes, dancers will be notified via email. If a class is canceled within two hours of the start time, dancers will be notified by phone call or email. Classes canceled until further notice by RDA at any point during the term are subject to a tuition credit or refund. Classes missed because of student leave due a documented medical reason are subject to a tuition credit or refund.



### **ATTENDANCE**

Regular attendance in classes is important. If a student will be missing class, they must notify the RDA Team. Dancers are encouraged to schedule make-ups for missed classes. Make-ups must be utilized in the semester in which the absences occur.

### **DRESS CODE**

RDA is committed to respecting the gender identity and cultural and religious beliefs of each dancer. The below dress code is a guideline. Please reach out to the RDA Office if you have any questions, or want to discuss dress code exemptions. Additional dress code information may be provided by teaching faculty. Trial classes can be taken in comfortable, form-fitting clothing before a level is confirmed and dance attire is purchased.

#### **Ballet & Early Childhood Classes**

Girls: Leotard, ballet tights (pink, black, tan), ballet shoes, optional skirt or dance shorts  
Boys: Black ballet tights, white dance shirt, ballet shoes  
Hair secured off the neck and face in a bun

#### **Jazz & Theatre Jazz**

Girls: Leotard or form fitting top, leggings or dance shorts, jazz shoes  
Boys: Form fitting top, leggings or dance shorts, jazz shoes  
Hair secured off the neck and face in a bun or ponytail

#### **Modern**

Girls: Leotard or form fitting top, leggings or dance shorts, bare feet  
Boys: Form fitting top, leggings or dance shorts, bare feet  
Hair secured off the neck and face in a bun or ponytail

#### **Tap**

Girls: Leotard or form fitting top, leggings or dance shorts, tap shoes  
Boys: Form fitting top, leggings or dance shorts, tap shoes  
Hair secured off the neck and face in a bun or ponytail

#### **Hip Hop**

All: Dance/exercise clothing, sneakers  
Hair secured off the face



**Rivertown Dance Academy**  
the Annex, 15 N. Broadway  
[www.RivertownDanceAcademy.org](http://www.RivertownDanceAcademy.org)

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### **CLASS PLACEMENTS**

RDA administration and faculty will place each student in the level(s) appropriate for their age and experience. Registration is dependent upon faculty and administration approval.

### **LOST & FOUND**

Dancers are responsible for their personal belongings and RDA is not responsible for anything left behind. There will be a Lost & Found bin located in the RDA Office. Items not claimed after 2 weeks are subject to being donated and/or discarded.

### **TUITION PAYMENTS**

A full or partial payment (with agreed upon payment plan in place) must be made by the second week of classes in order to secure a dancer's space. Classes will not be prorated for students until the fourth week of the term; late joining students are encouraged to take make-ups for any missed classes.

Dancers who have not made a payment or created a payment plan by their fourth week of classes will be subject to a \$15 late fee.

Payment is accepted via:

- Zelle QuickPay (to: [dance@rivertowndanceacademy.org](mailto:dance@rivertowndanceacademy.org))
- Check (to: Rivertown Dance Academy)
- Credit Card (+2% processing fee)

Class cards must be used in the semester in which they are purchased, and are designated for adult dancers only during the fall & spring seasons.

### **CREDIT CARD PAYMENTS & PRIVACY POLICY**

Credit card payments are accepted in order to make RDA more convenient for you. Each credit card payment will be charged a 2% transaction fee. All credit card payments are processed by PCI compliance company, Braintree. RDA does not store any credit card information in our database. Customer information is collected for the purpose of processing your donation or class payment. This information is kept confidential and is not shared.

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**Dance@RivertownDanceAcademy.org**  
(914) 631 - 4302



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### **ACKNOWLEDGMENT OF RISK AND WAIVER OF LIABILITY**

As a condition of participation in any Rivertown Dance Academy class, intensive, or activity, you agree as a participant or parent/guardian of a participant in the program, to assume all risks and hazards of engaging in or spectating at any Rivertown Dance Academy activity or rented facility, including assuming all risks for personal injury, death and property damage.

You further agree to hold harmless Rivertown Dance Academy, their staff, contractors, instructors, volunteers, officials, sponsors, partners or representatives from liability for any losses, damages or injuries that may occur in any way as a result of these activities or facility uses – regardless of cause.

You further certify that you are properly prepared to engage in any activities you have selected and that you have recently consulted a physician to establish that it is safe and appropriate for you to engage in these activities.

Participants may also be required to complete a medical health history and/or sign an additional waiver of liability prior to participation in any programming. Anyone recovering from an injury or illness must first discuss their return to physical activity with their physician and Rivertown Dance Academy instructor prior to enrolling/participating.

You further agree that there is risk associated in regard to the COVID-19 pandemic and possible exposure.

Therefore, having read and understood this waiver and in consideration of your accepting my entry into Rivertown Dance Academy facility or program, I, for myself and anyone entitled to act on my behalf, waive and release Rivertown Dance Academy, all staff, volunteers, sponsors, and representatives from all claims or liabilities of any kind arising out of my participation in (or as a spectator of) any program or use of any facility.

NOTE: If any participant is under 18 years of age, you as a parent or legal guardian, agree to the same terms, conditions and waiver of liability set forth in this agreement.