

**Sonoma Conservatory of Dance**  
**2020-21 School Year Registration Form — Last Updated September 21, 2020**

STUDENT & BILLING CONTACT INFORMATION

Date Completed: \_\_\_\_\_

Check here if there have been no changes to Student and Billing Contact Information

Student's Full Name: \_\_\_\_\_

Student's Date of Birth (mm/dd/yyyy): \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Home Phone: (\_\_\_\_\_)\_\_\_\_\_

Parent's/Guardian's Full Name: \_\_\_\_\_

Parent's/Guardian's Full Name: \_\_\_\_\_

Primary Address: \_\_\_\_\_

Street

City

State

Zip

Cell Phone: (\_\_\_\_\_)\_\_\_\_\_ Work Phone: (\_\_\_\_\_)\_\_\_\_\_

May we contact you by email (circle)? YES NO

Email Address: \_\_\_\_\_@\_\_\_\_\_

Please indicate what language you speak at home: \_\_\_\_\_

How did you hear of Sonoma Conservatory of Dance? \_\_\_\_\_

Person Responsible for Tuition: \_\_\_\_\_

Mailing Address (if different from Student):

Street

City

State

Zip

Home Phone: (\_\_\_\_\_)\_\_\_\_\_ Work Phone: (\_\_\_\_\_)\_\_\_\_\_

Cellphone: (\_\_\_\_\_)\_\_\_\_\_

Email address: \_\_\_\_\_@\_\_\_\_\_

I would like to contribute \$5 per month to the Conservatory's Tuition Assistance Program. Please contact me to discuss.

WAIVER OF LIABILITY

As a participant in any program or class of Sonoma Conservatory of Dance, I recognize and acknowledge there are certain risks with any group activity, and I agree to assume the full risk of injuries and/or contracting an illness, including death, damages, or loss that I or my minor child may sustain as a result of participating in any activities connected or associated with such program or class.

I agree to waive and relinquish all claims I or my minor child may have against Sonoma Conservatory of Dance and its officers, agents, servants, employees, and independent contractors as a result of participating in any program or class.

I further agree to indemnify and hold harmless and defend Sonoma Conservatory of Dance and its officers, agents, servants, employees, and independent contractors from my claims resulting from injuries including death, damages, and losses sustained by me or my minor child that arise out of, in connection, or in any way associated with the activities of this program.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE WAIVER AND RELEASE OF ALL CLAIMS:

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>
12:45 – 1:45 Yoga K. Marchus	1:00-3:30 Guided Warm-Up Inter II – Adv Technique & Pointe	1:00-3:30 Guided Warm-Up Inter II – Adv Technique & Pointe		1:00-3:30 Guided Warm-Up Inter II – Adv Technique & Pointe	9:00 – 9:30 Dancing Ducklings & Friendly Finches P. O'Reilly
Transition	P. O'Reilly	P. O'Reilly		P. O'Reilly	Transition
2:00 – 3:30 Inter II - Adv Dance Class	Transition	Transition	Transition	Transition	9:45 – 10:30 Dazzling Firebirds P. O'Reilly
on Rotating Basis First Rotation: Contemporary K. Marchus	3:45 – 4:30 Dazzling Firebirds & Beautiful Bluebirds P. O'Reilly	3:45 – 4:45 Graceful Swans P. O'Reilly	3:45 – 5:15 Elementary II P. O'Reilly	3:45 – 5:00 Elementary I P. O'Reilly	Transition
Transition	Transition	Transition	Transition	Transition	10:45 – 11:30 Beautiful Bluebirds P. O'Reilly
3:45 – 5:30 Intermediate I TBC	4:45 – 6:15 Elementary II P. O'Reilly	5:00 – 6:15 Elementary I P. O'Reilly	5:30 – 7:00 Intermediate II P. O'Reilly	5:15 – 6:45 Intermediate I P. O'Reilly	Transition
Transition	Transition	Transition	7:00 – 7:45 Intermediate II Pointe P. O'Reilly	6:45 – 7:30 Intermediate I Pointe P. O'Reilly	11:45 – 12:45 Graceful Swans P. O'Reilly
5:45 – 7:15 Intermediate II TBC	6:30 – 8:00 Intermediate II P. O'Reilly	6:30 – 8:15 Intermediate I P. O'Reilly		4:30-6:00 Intermediate I P. O'Reilly	Transition
7:15 – 8:00 Intermediate II Pointe TBC				6:00-6:45 Inter I – Adv Pointe P. O'Reilly	1:00 – 3:00 Inter II -Adv Technique P. O'Reilly

**Please circle the class(es) you/your dancer will enroll in**

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**FOR STAFF ONLY:**

Monthly Tuition: \_\_\_\_\_

\_\_\_\_\_ Follow-up #1: email

Registration Fee: \_\_\_\_\_

\_\_\_\_\_ Follow-up #2: phone call

Date of First Class: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

\_\_\_\_\_ Specific Info & Policies Sheets given

Tuition Assistance (circle)    Yes    No

\_\_\_\_\_ Entered in Constant Contact

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PLEASE READ AND INITIAL THE FOLLOWING FINANCIAL POLICIES

\_\_\_\_\_ NSF Payments: I authorize Sonoma Conservatory of Dance to electronically debit my bank account for the amount of any scheduled e-payment transaction, plus a \$25 NSF fee.

\_\_\_\_\_ Late Fee: I understand that a late fee of 10% of the balance on the account will be charged to my account if payment is not made by the 15<sup>th</sup> of the month and I have not been in communication with the Studio Manager.

\_\_\_\_\_ Withdrawals and Refunds: I will notify the Studio two weeks before the discontinuation of classes or the account will be charged as usual. The notification can be made sent via written communication to the Studio address (561 Broadway Suite B, Sonoma, CA 95476) or via email ([info@SonomaConservatoryofDance.org](mailto:info@SonomaConservatoryofDance.org)).

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AUTO-PAYMENT AUTHORIZATION

I hereby authorize Sonoma Conservatory of Dance to charge my account on or about the 5<sup>th</sup> of July for tuition and any other studio-related charges. To discontinue these charges, I will give studio staff two weeks' written notice. Please enter your debit or credit card number below:

Debit/Credit Card No.: \_\_\_\_\_

Expires: \_\_\_\_\_ (Month/Year)

Name on Card: \_\_\_\_\_

Billing Zip Code: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Sonoma Conservatory of Dance

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Sonoma Conservatory of Dance is a nonprofit and training at the Conservatory is open to all applicants regardless of ethnic origin. To assist us in best serving our community and to be able to provide needed information to funders, we are requested to keep data about the ethnic/race group of our student body. Your response to the following question is greatly appreciated. Individuals providing information remain anonymous as this form will be detached from your application and used for statistical purposes only.

How would you describe your family (please check all applicable boxes)?

- Non-Hispanic White or Euro-American
- Latino or Hispanic-American
- African-American, Afro-Caribbean or Black
- Native American or Alaskan Native
- East Asian or Asian-American
- South Asian or Indian-American
- Middle Eastern or Arab-American
- Other
- Decline to state

Please let us know which academic school your dancer attends: \_\_\_\_\_

# Sonoma Conservatory of Dance

## 2020-21 School Year Registration Form — Last Updated September 21, 2020

Please read and initial the following SCD Policies and Procedures

- o Review SCD COVID-19 Protocols: By initialing here, I am confirming that I have read and understood the Conservatory's COVID-19 protocols, some of which are and are not restated below. These can be found at: <https://docs.google.com/document/d/1IE1BFXkQMeBRWQ7ma5z3rRs4sHI8kWLEOCrjGtZdsC0/edit?usp=sharing>
- o Limits on Studio Access: In order to inhibit the spread of COVID-19 and other illnesses, we will be limiting who enters the studio. Therefore, parents will no longer be able to sit inside and observe classes. We ask that, whenever possible, parents stay in the car when they drop-off their dancer. If students are in the Come Soar classes, parents may come inside and help place their students belongings on the floor. Parents must be wearing a facial covering and be as quick as possible. NOTE: NO STREET SHOES ON THE DANCE FLOOR. Parents needing office assistance are asked to call to schedule an appointment.
- o Parent's Responsibility to Be Aware of Dates and Events: It is the responsibility of the parent and students to be aware of all studio activities, such as rehearsals, master classes, and studio closing dates. The studio may post all such notices on the studio lobby bulletin board (for students to see) and on our website as well as send emails, post on the Conservatory's social media accounts (Facebook, Instagram, Twitter), and/or place paper notices in the windows as needed. It is the family's responsibility to routinely check these sites to ensure receipt of studio event information.
- o General Policies: Students and instructors only are allowed on the dance floor during class times unless special arrangements have been made with the instructor. No child/student may be left unattended at the studio. The Conservatory will not maintain a lost and found; be sure to take all items at the end of class. Only water is allowed within the school unless other arrangements have been made. Respect others and their belongings.
- o Temperatures, Masks and Social Distancing: By initialing here, I consent to have my child's temperature taken by a studio employee with a no-touch thermometer every time s/he enters the studio and I agree that my dancer and anyone with her/him will wear a mask while inside the studio and maintain social distance of 6' minimum will be maintained. NOTE: We recommend that dancers bring a spare mask in case their initial mask becomes damp.
- o Pick-up/Drop-off Time and Tardiness: We will be staggering the arrival and departure times for classes. We ask that students use the restroom and warm-up at home and then be dropped off within 5 minutes of class start time. Parents should then pick up their dancer within 5-10 minutes of class end time. There will be a 15-minute buffer to allow the prior class to be picked up before the next class is dropped off as well as for staff to sanitize the dance area. It may be necessary to wait in line to enter/exit the studio. In that case, stand with 6' distance between individuals. NOTE: A student who arrives late to class misses important exercises, which may result in serious cramping or injury. In line with our safety policies, the Conservatory reserves the right to have students who miss these important exercises sit out the class. Repeated tardiness may result in the having the student enroll for a lower level until able to meet necessary commitments.
- o Extreme Weather or Other Interruption to Classes: If the school must cancel classes due to extreme weather or events beyond our control, such as power outages, the missed lessons must be made up according to school policy. No refunds for lessons missed due to these reasons will be given.
- o Missed Lessons and Make-up Lessons: Students are encouraged to make up classes missed due to viruses, flu or scheduling conflicts. Refunds are given only for missed lessons related to serious medical conditions (email a photo or scan of the doctor's note). As long as a student is actively enrolled at the Conservatory, s/he may do make-up classes at their level or below with prior consent from the studio (email to schedule). Families who are unable to schedule make-up lessons due to COVID-19 restrictions should discuss options with the studio's administrative staff (examples: attending class via Zoom, utilizing YouTube content).
- o Substitutions: If the regularly-scheduled instructor is ill or otherwise unable to teach class, the studio reserves the right to provide a substitute teacher in the same or a different dance discipline. If the Conservatory is unable to arrange a substitute and the class must be cancelled, the family's account will be credited accordingly.
- o Dress Code and Class Equipment: Students should wear simple cover-ups and footwear when outside the studio so as to make the transition onto the dance floor as quick as possible. Dance shoes are NOT to be worn outside and street shoes are NOT to be worn on the dance floor. Required dance wear and shoes must be worn to all classes. Failure to wear the required dance-uniform as appropriate for the dancer's level could result in a student's being sent home for the day. Dancers are not permitted to wear jewelry. Long hair must be secured up and away from the face and neck. Dancers who participate in conditioning classes will provide their own yoga mats, therabands, exercise balls, etc.

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- o Dance Class Attendance: Please respect the school year that SCD follows as well as the minimum number of weekly classes for your student's level. A minimum attendance is required for dancers to maintain their current achieved dance level as well progressing toward their desired dance goals. Our curriculum is designed to give students progressive dance instruction in a safe, caring manner. Extended periods of absence from classes affect the student's progress and sense of self-confidence and self-mastery and can increase the possibility of injuries. If a student must miss class for any reason, the studio should be informed via email or phone call.
- o Pointe: Beginning with Elementary II, students wishing to prepare for pointe work are required to attend a *minimum* of two ballet classes weekly. Students who have been placed on pointe must attend the *minimum* required ballet classes weekly in order to maintain the privilege of dancing on pointe. These minimum requirements have been established to ensure that students are safe and secure in their basic technique and muscle strength. Students who do not fulfill weekly class minimum requirements will not be allowed to work on pointe until class attendance has resumed a minimum level and the instructor deems that the student is strong enough to safely dance on pointe. Everyone can enjoy ballet, although dancing on pointe may not be recommended for each student.
- o Student Progress: Keep in mind that those students who are enrolled in more than the minimum requirement each week, who participate in as many performance opportunities as possible, who attend the Summer Dance Camps (when qualified), and/or who attend Master Classes when offered will most likely progress more quickly than students who participate at the Conservatory at a minimal level only.
- o Photo Release: The Conservatory is hereby granted permission to take photographs or video of the students to use in brochures, websites, posters, advertisements and other promotional materials the school creates. Permission is also hereby granted for the school to copyright such photographs in its name **OR**
- o Photo Release Opt-Out: By initialing here, I withhold permission for SCD to use photographs or video of my child(ren) for promotional purposes.
- o Bullying and Harassment: Bullying and harassment of any kind (whether in jest or anger) is explicitly prohibited and may result in dismissal from SCD. There are many forms of harassment, some of which include gender (negative remarks about societal roles based on gender) and sexual (negative remarks with reference to sexuality, including homosexuality). Other types of harassment include verbally threatening behavior and ethnic/racial harassment. Please treat others as you would like to be treated.
- o Further Clarification Regarding Bullying: All members of the SCD community have the right to feel safe and protected from bullying. Bullying physically and/or emotionally harms a person; targets a person in a negative way for any actual or perceived characteristic; and/or creates a hostile environment in the dance studio. Bullying will not be tolerated in any form — direct or indirect, physical, emotional, social, verbal, written, electronic, or otherwise. Bullying threatens the very core of SCD. Even one documented bullying event will have repercussions. Immediate termination of enrollment may be imposed for serious violations. Anyone witnessed bullying or harassing another student, parent, or SCD staff member will be sanctioned. If you or your child is being bullied, please alert the Studio Manager, Administrative Staff, or Artistic Director as soon as possible. You may speak directly with someone or you may anonymously report an incident in writing. Each situation of bullying is unique and will be treated with urgency, proactivity, and sensitivity by the Conservatory's staff.
- o Alcohol and Drug Policy: Students have the right to attend dance classes in an environment conducive to learning. As alcohol (given the age of our students) and drug use are illegal and interfere with both effective learning and the healthy development of young people, SCD takes seriously its responsibility to prevent the use of these substances and to maintain an alcohol and drug free environment. Use of alcohol and/or drugs while a student of SCD is strictly forbidden. Any student found possessing, distributing, or using alcoholic beverages or illegal or controlled substances of any kind will be subjected to disciplinary action, up to and including dismissal from the Conservatory. This includes improperly using prescription or over-the-counter drugs. Any student who knowingly remains present where alcoholic beverages are being consumed by minors, or where illegal or controlled drugs are being used, is also in violation of this policy and will be held accountable. Students who are in possession of drug or alcohol paraphernalia are also subject to disciplinary action.

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**SCD Policies and Procedures: Family Copy (keep for your reference)**

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