

DCDA RULES + REGULATIONS

DCDA offers a variety of dance training including Ballet, Pointe, Jazz, Hip Hop, Lyrical, Contemporary, Acro, Ballroom, SJT, and Strength & Conditioning. Training begins at 2 ½ years of age and up including boys. DCDA students can participate in our Winter Recital, Competitions, Summer Intensive and Master Classes. DCDA also provides an Intensive Summer Program.

I UNDERSTAND:

Registration + Tuition: DCDA's registration fees are non-refundable and will cover an entire school year of classes. Registration fees and first month's tuition must be paid to "Dance Creations Dance Academy" in full. **Tuition is based on a yearly fee that is divided into eleven equal payments. Tuition must be paid within the first 5 days of each month. If payment is not received by the 5th day, there will be a "Late Charge" of \$20 on the 6th day. On the 8th day, if we haven't received tuition, plus \$20 late fee, student will NOT be allowed to take class. Any checks returned by the bank will be charged a fee of \$35. At that time whatever returned check was for, you will have to make payment plus late fee in CASH ONLY.**

If the child registers in our dance studio after the month has begun, the tuition will be prorated and the next month's tuition will be due, in full, at the beginning of the next month. DCDA reserves the right to cancel classes when special circumstances arise. These cancellations are not subject to a tuition credit, but the students may make-up the class at another time with the permission of the teacher.

Special Regulations: Please be aware that DCDA records all classes to avoid any future discrepancies. Parents and family members may observe students from the TV in our waiting area. Also, DCDA likes to capture every beautiful memory of your son/daughter for our programs, Instagram, DCDA's website, Upcoming flyers, App.

We will no longer allow bags inside the rooms unless the room has cubbies for the bags, therefore cell phones will remain outside to avoid distractions, interruptions and issues with discipline.

Attendance: DCDA will keep an attendance record for each student. Any student that will be absent must send an email prior to their class. Students will be allowed to make-up Ballet classes only. Continued absences will jeopardize the student's eligibility to participate in our winter recital, competitions, master classes and may be ineligible to take end of year exam to continue on to the next level of classes. Please expect phone calls when your son/daughter is absent. If a dancer is absent to class and has rehearsal the same, they will not be permitted to attend rehearsals. Class attendance is essential and extremely important.

If dancers skip a month of attending classes throughout the season, they will not be allowed to take their final exam in order to be promoted to the next level.

Tardiness: Student must arrive at least 5-10 minutes prior to their class. If you arrive late and door is closed, it is up to the teacher's discretion whether to let you in. Please understand we take these actions in order to avoid interruption.

Skipping Class: Dancers must notify the front desk, NOT text the Teachers, if they are missing any of their classes on a set day. *For Example: attend Ballet, miss Jazz, attend Contemporary.* **Parents will be contacted immediately if any dancer leaves without notifying the front desk.**

Missing a Class before Rehearsal: Dancers will NOT be allowed to attend rehearsals if they miss the class/classes prior to the rehearsal.

Parent/Teacher Meeting: Students and parents are expected to be respectful to any and all instructors. If a parent or student needs to discuss something with the teacher, please schedule an office or phone appointment at a time that is convenient for all parties. Discussions during a class or in-between classes are disruptive and delays the next scheduled class. All doors must remain closed during classes.

Drop-Off and Pick-Up Process: Students should not be dropped off more than 15 minutes prior to scheduled class or rehearsal and students should be picked up no later than 15 minutes after their class or rehearsal ends. Students should not be left unsupervised. Once a student enters the school for class or rehearsal, he or she is not allowed to leave the premises, for any reason, until an authorized person picks them up. The school will not be responsible for any student who leaves the premises without permission. Parents and students are expected to know and follow the daily schedule of classes and rehearsals. **Teachers have the right to turn away any student who is more than 5 minutes late.** Please advise the school in advance if you know that your child will be arriving late to his/her class. Students must enter class on-time and warm-up until the class begins. Students are NOT allowed to leave the class early without permission from the teacher.



Medical Condition: Students will be participating in physical activity. And as such, you realize there is an element of physical risk involved. If a student has any limitation in ability to participate due to any medical conditions past or present must be noted on the registration form. Please be advised DCDA will not be held liable for any injuries that may arise.

EKG Information: DCDA is requiring all of our students to have an EKG done. ALL students competing, school year 2024 - 2025 MUST have an EKG done before rehearsals begin. All students who had EKG's done, DCDA will need a copy of the release form/letter to attach to your personal file.

Injuries: If in the case the dancer suffers an injury inside or away from the studio, during their healing process it is their responsibility to attend classes and rehearsals to ensure that they will NOT fall behind. We will need a copy of a Doctor's note as well as a discharge note in order to be allowed to come back to class and rehearsal.

Summer Intensive/End of School Year Evaluations: Summer Intensive are MANDATORY for ALL Competition Dancers that have a Solo/Duet/Trios. Ballet & Pointe classes will have End of School Year Evaluations, extra fees will apply.

Nationals Boot Camp: All dancers attending Nationals will have one week of Nationals rehearsals/conditioning the week prior to Nationals, extra fees will apply.

Competition Information: Parents, please be advised when your child is chosen to perform at a competition for a Solo, Duet, Trio or Group, they will only be allowed to participate in the Technique they are enrolled in. Once a parent signs the competition contract you will be fully responsible to obey all the rules and regulations. If for whatever reason you decide to drop out of competition, all fees already invested on your behalf, (ex: costumes, choreography fees, competition fee) will **NOT** be refunded. *Refer to competition contract.

Studio Closes: DCDA closes the week of Thanksgiving for regular class schedule (we will have rehearsals for winter recital), DCDA closes 2 weeks in December for Winter Break and Spring Break. DCDA closes for the month of July except for privates. Last day of classes is Tuesday, June 24, 2025. We will open August 12th, 2025 for our competition Choreography intensive. Regular classes will begin on September 2, 2025.

Make-up Classes: Dancers may make up classes if the teacher requires it but must be in a lower technique. If we close or have to cancel a class, we will allow the dancer to make up the class missed. **ALL Pointe classes missed will have to be made up in a lower level pointe or ballet class.** If they are absent the teacher might ask dancer to make up the class but it is up to the teachers discretion. We don't issue credits if dancers miss a class.

End of Year Exams: Ballet (\$40), Pointe (\$30), Written Exam Levels Lime & Up (No Fee). These fees will need to be paid prior to exams in Cash only. Exam fees will be due on Monday, June 16, 2025 thru Friday, June 20, 2025.

Graduation Exam (ONLY for Dancers graduating from the Final Level of Ballet which is PURPLE). \$60 Ballet Exam, \$45 Pointe Exam & Variation. No fee for written Exam-Variation assigned will be in written exam.

Summer Intensive: MANDATORY one week ONLY for ALL Competition Dancers that have a Solo/Duet/Trios.

Uniforms: All dancers must be in complete uniform while in class. If they are not in uniform, the parent will be notified and they may be asked to sit in class or sent home. Ballet classes must wear a bow based on their level. Pointe classes require a black wrap skirt.

SENIOR – Graduating Seniors will have a different uniform. Must be worn to every class.

Mandatory Classes: Dancers in Levels Lt. Blue and Up are **required** to take **ALL Techniques**.



TUITION FEES + INFORMATION

REGISTRATION
\$35 at OPEN HOUSE
\$70 from September – December
\$40 from January – April

CLASS	1/week	2/week	3/week		
Ballet/Pointe	\$75	\$130	\$155		
Hip Hop	\$80	★ ALL STAR STUDENTS! ★			
Acro (must be registered in another technique)	\$30				
Stretch, Jump, Turn	\$15	CLASS	Amount		#of Classes
Strength & Conditioning	\$15	Level: Peach – Red (or higher ballet not taking Pointe)	\$345		10
		Level: Lime + Up (taking Pointe)	\$360	11	

Once a week Ballet + 1 extra class	\$110	Twice a week Ballet + 3 extra classes	\$240
Once a week Ballet + 2 extra classes	\$145	Three x's a week Ballet + 3 extra classes	\$260
Twice a week Ballet + 1 extra class	\$180	Twice a week Ballet + 4 extra classes	\$260
Three x's a week Ballet + 1 extra class	\$200	Three x's a week Ballet + 4 extra classes	\$285
Twice a week Ballet + 2 extra classes	\$215		
Three x's a week Ballet + 2 extra classes	\$235		

Strength & Conditioning (add \$15) Mandatory for all Petites and Up and all in Competition (Ages 6 & Up).
Acro (add \$30) Mandatory for all Competition Dancers (All Ages).
Contemporary (add \$30) Mandatory for ALL Lyrical Levels
Stretch, Jump + Turn (add \$15) Mandatory for Petites and Up and all in Competition (Ages 6 & Up).
PRIVATES \$60 for the Hour and \$45 for 45 minutes*

★ ASK US ABOUT ALL THE INCENTIVE WHEN YOU BECOME AN "ALL STAR Students" are registered in the following ★
**All Star Students are registered in the following techniques:
 Ballet, (Some in Pointe), Jazz, Lyrical, Contemporary, Hip Hop, Ballroom, Acro,
 Stretch, Jump + Turn, Strength & Conditioning*



UNIFORM POLICY

All required uniforms and bows for students enrolled in pointe and ballet classes will be available in the studio at Open House. Uniformity is mandatory amongst all classes. Therefore in order to maintain uniformity and for your convenience, all specific colored leotards, sports bra, shorts, skirts, leggings and bows must be purchased through DCDA. Monday-Friday, all dancers MUST wear DCDA Uniform, they may wear the DCDA tank top. Weekend/Rehearsals any dance attire.

Open House *If placing an order, students must give a deposit for their Uniform (along w/size) on this day it is **MANDATORY**. ALL students **MUST** attend class daily in **COMPLETE** Uniform***Students will NOT be allowed to take class out of uniform**. Parents, please keep this in mind when you are purchasing uniforms. **UNIFORM/APPAREL orders will ONLY be held for 30 days. APPAREL must be paid in FULL.**

CLASS	LEOTARD	TIGHTS	SHOES	EXTRAS
Ballet	Black DCDA Leotard (Style A) w/Red Embroidery	Pink	Pink (Leather)	Only DCDA Bows - Hair slicked in a bun (Levels White - Peach, Need towel according to level color)
Pointe	Red DCDA Leotard w/Black Embroidery	Pink	Any Pointe Shoes *See Teacher"	Toe Pads (except Beginner's Pointe) + Black Ballet WRAP Skirts
Acro	Any DCDA Sports Bra or Leotard w/ Red DCDA shorts (Mini/Petites/Juniors) may also wear *NEW Tank Top *Mini Pet/Jr-Red Acro Shorts *Teen/Senior- Red Biker Shorts	No Tights Required	No Shoes	Hair must be in ponytail
Jazz	Black + Red DCDA Sports Bra (Style A) w/ Black + Red DCDA Shorts (Mini/Petites/Juniors) *Dancers-Teen/Senior will have Black Biker Shorts	No Tights Required	Turning Points	Hair must be in a bun
Hip Hop	Any DCDA uniform or DCDA Shirt (black/white/red plain shirt) May also wear Tank Top w/any DCDA Shorts or Leggings *NEW Lose Shorts Option / *NEW Tank Top	No Tights Required	Sneakers	Hair must be in a ponytail. May wear any DCDA Apparel - tank/tees
Lyrical	Black DCDA Sports Bra (Style C) w/ Black + Red DCDA Shorts (Mini/Petites/Juniors) *Dancers-Teen/Senior will have Black Biker Shorts	No Tights Required	Turning Points	Hair must be in a bun
Contemp.	Black + Red DCDA Leotard (Style C) w/ Black + Red DCDA Shorts (Mini/Petites/Juniors) *Dancers-Teen/Senior will have Black Biker Shorts	No Tights Required	Turning Points	Hair must be in a bun
Ballroom	Black + Red DCDA Ballroom Lace Leotard w/ DCDA Ballroom Skirt	No Tights Required	Ballroom Shoes Black	Hair must be in a bun
Stretch Jump Turn	Any Leotard or Sports Bra *DCDA attire is NOT necessary for Weekend class / rehearsal *NEW Lose Shorts Option / *NEW Tank Top	No Tights Required	Turning Points	Hair must be in a bun Ankle weights, stretch bands, yoga blocks, circle yoga cushions, thera bands
Strength & Conditioning	Any DCDA Uniform and may also wear Tank Top *NEW Lose Shorts Option / *NEW Tank Top	No Tights Required	Socks	Hair must be in a bun Ankle weights, booty bands, yoga blocks sliders, thera bands
BOYS	Ballet: White Plain Shirt, Black Sliders Other Classes: Black/White Plain Shirt/Black Shorts/Muscle Shirt Acro: Red Basketball Shorts, Black/White Shirt			



PAYMENT REMINDER

Payments should be made within the first 5 days of each month. If payment is not received by the **5th day of each month**, there will be a "Late Charge" of \$20 on the 6th day. On the 8th day, if we haven't received tuition, plus \$20 late fee, student will **NOT** be allowed to take class.



NSF Policy

Any checks returned by the bank will be charged a fee of \$35. At that time whatever returned check was for, you will have to make payment plus late fee in **CASH ONLY**.

CELL PHONE RULES

This memo is to inform "All Students" that cell phones are to be placed in your dance bags before entering the dance rooms. Also, you should put your cell phones in "**SILENT MODE**" at all times.

Cell phones are "**NOT**" to be checked during class or rehearsal time. If any parent needs to contact you for an emergency, they are more than welcome to call the studio and leave a message with Isis/Yanira.



We will no longer allow bags inside the rooms therefore cell phones must remain outside.

Also, please note that we "**DO NOT**" allow any videos to be filmed of any dance or rehearsal without the Director or Vice President's approval. This is for security purposes.

STUDENT DROP OFF + PICK UP

Students are to be **dropped off 5-10 minutes prior to class**, and should be picked up no later than 10 minutes after class is finished.



DCDA will **not** be liable if something happens to a student if they are **not** supervised by a parent or guardian prior to class or after class is finished.

- Parents will continue to drop-off and pick-up at curbside (entering west gate closest to Hialeah Gardens Blvd. and exiting east gate facing 87th Avenue). Younger dancers, parents may pick up at the front door
- Waiting area is OPEN for parents (ONE per dancer)

Thank you for your attention and cooperation as to the above-mentioned matter. If you have any questions or need additional information, please contact Maria Alonso, Director of DCDA or Isis Alonso, Vice-President of DCDA at **305.822.2124**.

