

Academy Policies

STUDENT CONDUCT: Students enrolled at Kwak Ballet Academy (KBA) must conduct themselves in a manner that is respectful to the school, the staff, and their peers.

- Students must arrive to class on time, prepared, and dressed properly (see *Dress Code*).
- Students must conduct themselves appropriately while at KBA. This includes while at the studio, at performances, at school/company related-events, and on social media.
- KBA is not responsible for lost or stolen belongings, such as cell phones, money, accessories, or clothing.
- Cell phones are not permitted in class and should be kept on silent or vibrate outside of class.

PARENT OR GUARDIAN CONDUCT: Parents are expected at all times to maintain a manner that is respectful to the school, its staff, and other families. KBA reserves the right to dismiss or refuse business to anyone.

All classes are conducted in closed studios for the benefit of the students. Parents may watch students outside of class; however, at the teacher's discretion, the door may be closed to prohibit viewing if it is a distraction to the class.

CLASSES

Dress Code:

Beginner to Level 2 (Girls)

Burgundy Leotard
Pink Tights
Pink Ballet Shoes

Beginner to Level 2 (Boys)

White Shirt
Black Tights or shorts
Black Ballet Shoes

Intermediate to Advanced (Girls)

Black Leotard
Pink Tights
Ballet Shoes
Pointe Shoes

Intermediate to Advanced (Boys)

White Shirt
Black Tights or Shorts
Black or White Ballet Shoes

Free dress on Saturdays for Las Vegas Ballet Company members.

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Placement & Evaluation of Students: Students will be evaluated throughout the year and will be placed in the proper level according to technical ability and age. It's not uncommon for a student to stay at the same level for at least two years. The changing of levels at KBA is always determined with your child's best interest.

Attendance: We cannot emphasize enough the importance of regular attendance and the commitment of the student to improve and polish his/her skills and talents.

Students must arrive to class on time, prepared, and dressed properly (see Dress Code). In cases of tardiness, the student may have to sit and observe the class at the teacher's discretion. Continuous absences or tardiness may result in non-participation in casting forfeiture in upcoming productions.

Make-ups: Absence must be reported to request a makeup. In the event your child is going to be absent, you must call the day of the absence and request a makeup class within the month missed.

Withdrawal from the Academy: We understand unforeseen circumstances arise; we always have the best interest of our dancers at heart. If the need to withdraw arises due to prolonged injury or any such unforeseen circumstance, please submit a request for withdrawal at the office. Please specify the reason for the withdrawal.

TUITION

Monthly Tuition: 10 monthly tuition installments (September through June). Monthly installments must be paid in full regardless of the number of weeks taken or holidays in any month.

Tuition Due: Tuition is due on the first day of each month. Tuition is non-refundable and non-transferable.

Registration Fee: The annual registration fee is \$30 per family. The registration fee is non-refundable.

Methods of Payment: Tuition payments can be made via cash or check at our front desk or dropped in the tuition boxes in the studio. They can also be made via credit card (Visa or MasterCard) at the office.

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Late Fee: A \$20 late fee will be applied to accounts that have not been paid by the 10th of the month.

Returned Checks: A \$25 charge will be added to your account for a returned check.