

**The Washington School of Ballet
RULES AND REGULATIONS
2007-2008 School Year**

REFUND and DISMISSAL POLICY

- No refunds will be made for unattended classes. The school will make every effort to allow students to make up lessons missed because of illness, but cannot guarantee this privilege.
- **The parent/guardian is obligated to pay entire tuition fee, without deduction or refund, after the school year has begun. If a student is unable to attend, withdraws, is dismissed for cause, or fails to attend classes there is no recompense.**
- The School reserves the right to dismiss any student from any class or classes, where the administration regards it advisable to do so in the interest of other students or of the school. The Washington School of Ballet needs to know if children have any physical or psychological problems. This information is necessary and will be kept confidential.

ATTENDANCE

- In the event of an absence, students must make up the class in a level of equal or lower difficulty within 3 months. Students should sign-in at the front desk when they are making up a class.
- If a student is tardy by more than 15 minutes they will need to sit out and observe the class.

CLASSROOM ATTIRE

- Students must follow the dress code at all times. Should a student forget mandatory items for classwork, the teacher may ask the student to sit and observe class. This is for their safety and is at the teacher's discretion.
- Hair must be kept in a neat bun for all ladies. Females with short hair may wear a white headband. Male dancers must keep hair out of their faces. Headbands and bandanas as fashion accessories are not acceptable.
- No holes in ballet tights for male or female students.
- Warm-up clothing will be allowed before class, and at the teacher's discretion in cold weather.
- Out of respect to all, personal hygiene (clean body and clothing) must be observed.

GENERAL BEHAVIOR and ETTIQUETTE

- When leaving TWSB premises, students **MUST** cross at a traffic light. No exceptions.
- Students must be respectful of their classmates, staff, and faculty.
- Lockers/dressing rooms in TWSB must be kept in order.
- Lunch/snacks must be eaten only in designated lunch areas and cleaned up completely.
- Lewd remarks and inappropriate behavior is prohibited.
- No eating, drinking (except water), or gum chewing in the dressing rooms or ballet studios
- Any inappropriate behavior, verbal or physical, must be reported to TWSB faculty or staff immediately.