



## VKDCNY Guidelines and Agreement

Dear Parents and Students,

It is our pleasure to welcome you to Valentina Kozlova's Dance Conservatory of New York. In order to ensure that every participant is safe and comfortable and has a pleasant experience, please review VKDCNY's rules, regulations and guidelines. Please check each box and return this signed form in order to participate in the program.

1. Every student must present a letter or certificate of **medical examination** and good health. This required for your child's wellbeing and to inform us that she/he is able to participate fully in the program. This certificate should inform VKDCNY of any injuries, health ailments and /or allergies and the proper accommodation for such concerns. Please be aware that VKDCNY is not responsible for any injuries or health concerns/ailments during the program.

*Please initial after reviewing* \_\_\_\_\_

2. All students are required to wear appropriate uniform attire and maintain a neat appearance. The uniform is as follows:
  - Girls: **School leotard, pink tights, pink technique slippers**, hair in a neat bun secured with a hairnet. Pointe shoes for those on pointe. Please bring extra tights and leotard if necessary and all accessories needed.
  - Boys: **White t-shirt, black tights, white technique slippers**. Please bring an extra t-shirt and tights.

*Please initial after reviewing* \_\_\_\_\_

3. Tuition and Tuition Deposits must be paid when they are due. Payments made after the due date, may be assessed a late fee. **Tuition is non-refundable.**

*Please initial after reviewing* \_\_\_\_\_

4. Students are to arrive to classes on time and attend all scheduled classes unless they have been excused by Valentina Kozlova or have a doctor's note. **Only 5 excused absences are permitted.** If absences exceed 5, parents and dancers understand that he/she may be asked to observe class(s) and performance opportunities may be affected. Students in Levels 3 and higher are required to get ALL absences initialed by Ms. Kozlova upon their return to class. The student may be asked to observe class rather than participate if absences have not been approved upon their return.

*Please initial after reviewing* \_\_\_\_\_

5. All students are expected to conduct themselves in a well-mannered fashion and display appropriate behavior. Talking during class is not permitted.

*Please initial after reviewing* \_\_\_\_\_

6. There is no food or drinks allowed in the studios along with the dressing room areas – water only please. When you bring food into the reception area, they must be sealed and when you are done eating, all food must be thrown away in the bathroom trashcan because of the undesired smell

*Please initial after reviewing* \_\_\_\_\_

7. Parents are not allowed beyond the reception area unless otherwise instructed by Ms. Kozlova or the front desk. Observation classes are scheduled during the year.

*Please initial after reviewing* \_\_\_\_\_

8. VKDCNY targets pre-professional dancers and offers several performances that are not a recital but a Gala. Every performance that you do requires a payment for rehearsal time. This fee also covers the production cost of the performance. There will be performances entitled, “In Studio Performance”, these performances will have free admission and there will be no Performance Fee.

*Please initial after reviewing* \_\_\_\_\_

9. Performance rehearsals will take place on the weekends and occasionally on the weekdays. The closer it comes to the performances; the more rehearsals will be scheduled with the possibility of Sunday. Students must attend all rehearsals. If excused absences exceed two, parents and dancers understand that the child may be asked NOT to participate in the performance.

*Please initial after reviewing* \_\_\_\_\_

10. Please address all instructors by their last names. (i.e. Ms. Kozlova)

*Please initial after reviewing* \_\_\_\_\_

11. The gymnastics class will now be on a pay per class system. This enrichment class is not included in tuition. Intermediate and Advanced students interested in taking this class must purchase a 10 class card. Unused classes may be used in spring semester.

*Please initial after reviewing* \_\_\_\_\_

I have read through the guidelines and agree to them. I understand that VKDCNY is not responsible for any injuries, loss, or liabilities during the duration of the program.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

## **Permission to Leave the Premises of VKDCNY**

**I give my child permission to leave the premises of the VKDCNY. My child understands that he/she is to leave in the company of other dancers over the age of 13, a chaperone or accompanied by an adult. I understand that VKDCNY is not responsible for monitoring my child. I will explain the importance of complying with this rule and acting responsible in order to keep my child safe.**

\_\_\_\_\_  
Name of Student

\_\_\_\_\_  
Age

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date