

Surrendered

School of Dance



Student Handbook

2023 – 2024

Surrendered

School of Dance

Welcome to the Surrendered School of Dance Family!

We are so excited to have your student join us this school year. This packet contains important information on school policies, dress code, and the school calendar.

Please read through this packet and do not hesitate to reach out if you have any questions.

Main Office Reception Desk: (253)474-4881

or

Call or Text: (253)361-5783

admin@surrenderedschool.com

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SURRENDERED SCHOOL OF DANCE

Studio Policies & Procedures

2023/2024 School Year

1. Membership, Enrolling in Classes, and Tuition

1. Membership Information:

1. Surrendered School of Dance (SSD) is the dance school of Paradosi Christian Ballet Company a 501(c)(3) nonprofit organization. In order to take classes with SSD, each student must have a current membership with SSD. Membership is automatically granted to a student upon completing the registration process.
 1. SSD Membership is open to individuals in the community from the age of 3 through adult. Minor students, under the age of 18, must have a parent or legal guardian register for them on their behalf.
 2. The Annual Membership Registration Fee has been set at \$25.00 per student. The maximum annual Membership Fee to be paid per household will not exceed \$50.00. Membership fees are not pro-rated and they are non-refundable after the first 30-days of enrollment. Special registration fee waiver periods may be offered during the summer months.
 3. The annual SSD membership is valid for the current school year from September 1 through August 31.
 1. Returning students will have their membership renewed upon registering for classes during the new school year.

2. Member Benefits

1. Access to group dance classes and private dance lessons offered by SSD.
2. Use of our facilities for instructor lead dance classes.
 1. Members taking classes at our Main Tacoma Campus will also benefit from sprung dance floors, marley dance flooring, ballet barres, and full-length mirrors in our beautiful and spacious studios.
3. Pre-Primary Ballet, Primary Ballet, Ballet Foundations, Intermediate Ballet A, B, & C, Advanced Ballet A, B, & C and pointe students will also have access to performance opportunities through recitals.
 1. Additional special activities only open to members may also be offered during the school year.
4. Support and encouragement from our caring SSD teachers and staff.
5. Borrowing costumes for use during SSD recitals instead of purchasing new costumes for each recital.
6. Guest passes to share with friends for trial classes and special activities.

3. Enrolling in Classes

1. Once a student's registration for an account has been completed, students will have access to the classes offered by SSD. Each class level has age requirements and most classes have assessment requirements.
2. Students eligible for Pre-Primary Ballet, Primary Ballet, and Ballet Foundations will be placed in a class by their age.
 1. Students will remain in the class that they start in at the beginning of the school year through the end of the school year.
 2. Students must be potty trained before they will be allowed to take a class
3. New students to SSD over the age of 8 may be required to take a placement class to determine their class level.
 1. If a new student has taken ballet classes at other studios, they will need to take a placement class to determine their level placement at SSD as levels are different at each studio.
4. Returning students to SSD will receive their placement level for the following school year at the end of the previous school year.
 1. Please keep in mind that it is normal for students to remain in the same level of instruction for two or more years.
 2. Students ages 8 and older are not advanced to the next level by their age or how long they have been in a class. Students over the age of 8 are advanced to the next class by demonstrating a mastery of the knowledge and skills required in their current class which will be built upon in the next level of instruction.

4. Monthly Tuition Dues

1. SSD sets an annual fundraising budget for tuition dues at the beginning of each school year to cover the organizations operational costs for teaching classes, the facility, operating expenses, programs, and outreach efforts. All dues and fees collected are used for the programs and services offered by the organization.
 1. The annual tuition dues for the year takes into account breaks such as Thanksgiving, Christmas, and Spring Break. The rate additionally takes into account months with more weeks of instruction than others (i.e. some months may have 4 weeks of instruction and others 5 weeks of instruction).
 2. The annual tuition rate is then divided into equal monthly amounts so that families will be able to budget for how much dues they will be paying each month instead of being assessed a variable monthly tuition based upon the number of classes are in a month. Tuition Dues covers teacher and staff wages, facility overhead, financial aid, and expenses when the studio is on break.
2. By registering for a class it is understood that students register with the intention of attending SSD for the entire school year. SSD will not give refunds on prior tuition payments if a student or family decides to drop classes.
3. Tuition dues are to be paid on or before the fifth (5th) day of each month.
 1. The exception of a students first month's tuition which is due on the first day a student attends a class.
 2. If the 5th of the month falls on a weekend or during a break, the tuition dues may be paid on the students next regularly scheduled class date.

5. Paying Tuition Dues

1. Tuition dues may be paid in several ways:
 1. Cash at the front desk of our Main Tacoma campus or in Orting
 2. Check made payable to: Surrendered School of Dance
 1. Present your check to a staff member at the front desk of our Main Tacoma Campus or in Orting
 2. Mailed to:
Surrendered School of Dance
4020 S 56th Street, Suite 105
Tacoma, WA 98405
 3. Credit or Debit Card
 1. Credit and Debit Card transactions are assessed a 2.9% fee to cover credit card processing fees.
 2. Payments may be made at the front desk at our Main Tacoma Campus
 3. Payments by Credit or Debit Card may be made online through your DSP account at: <https://dancestudio-pro.com/online/surrendered>
 4. Credit or Debit Cards may be automatically charged by enrolling in Autopay.

6. Autopay

1. You may enroll yourself in Autopay from within your Dance Studio Pro account or by registering for Autopay at the front desk.
2. If you choose to enroll in Autopay, the card that you have on file will be charged on the 5th day of each month for any balance on your account.
 1. If the 5th day of the month falls on a weekend or holiday, your card will be charged on the next business day.
3. Please make sure to keep your credit card, card expiration date, and address on file up-to-date in order to avoid processing issues.
4. You will be sent a notification if there is an issue with processing your auto pay and you will be given 5-days to update your account.

7. Discounts & Financial Assistance

1. Multi-Class Discount: We offer a 5% discount on tuition for students enrolled in two classes and a 10% discount on tuition for students enrolled in three or more classes.
2. Military Discount: We offer a 10% discount for all active and reserve military families.
3. Families who pay for the entire school year upfront by cash or check when registering for classes will receive a 2.5% discount on their tuition dues.
4. Discounts will not be combined
 1. Example: We will not combine a military discount with a multi-class discount.

5. Financial aid is available for families in need in the communities we serve to take classes with SSD. Financial aid is offered through tuition scholarships to families that qualify for free or reduced school lunches under USDA guidelines or families going through temporary hardships.

1. If you are in need of financial assistance in order to take classes with SSD, a financial aid application is available on our website under the Resources tab.

8. Enrollment Prorating

1. If your student is enrolling in a class with SSD for the first time; the first months tuition will be pro-rated for the remaining classes in their first month.

2. Each subsequent months tuition will be billed at the full monthly tuition rate.

2. Communications

1. SSD is paperless

1. All communication (such as receipts, reminders for upcoming events, and account statements) will be made with SSD families through email.

2. Please add: **admin@surrenderedschool.com** to your contact list so you will not miss any communications from the studio.

3. It is the responsibility of parents, legal guardians, and adult students to keep their information up-to-date by informing the school of any address, email, or telephone number changes.

2. As some of our communications are sent through our studio management software, please make sure you have selected "Send e-mails to family" in your on-line family account in order to receive important communications from the school.

3. We will also share some studio updates via social media on Facebook and Instagram. Please follow @surrenderedschool as an additional way to receive studio updates, weather closures, and event news.

3. Studio Closures & Breaks

1. Breaks & Holidays

1. SSD has regularly scheduled breaks during the school year. Please see the school calendar for this years scheduled breaks.

1. Thanksgiving Break: Thanksgiving Break takes place the week of Thanksgiving starting on Monday and running through Saturday.

2. Christmas Break: The length of Christmas Break varies each year depending on where Christmas day falls on the calendar. Christmas break will be two to three weeks. Classes will resume in January.

3. Spring Break: Our spring break follows the Tacoma School District spring break.

4. SSD has classes on all Monday holidays during the school year. Classes will run as scheduled at all campuses unless otherwise announced during the school year via email.

2. Weather Closures

1. In the event of extreme weather, SSD follows the closure announcements for the local school district where the campus is located.

1. Main Tacoma Campus follows the Tacoma School District

2. Orting Campus follows the Orting School District

3. Private School Programs: Follow the individual schools closure policy

2. In the event of extreme weather, please visit www.schoolreport.org for a list of school closures.

3. Unexpected Interruption of Classes

1. Unexpected interruptions of classes may occur during the school year and are defined as the temporary closure, cancellation, or postponement of a class from incidents such as but not limited to: government mandates, an ill teacher, injured teacher, facility damage, etc

4. Make Up Classes

1. Refunds will not be issued for missed classes.

2. Make up classes may be offered for students enrolled in Pre-Primary Ballet, Primary Ballet, and Foundations in Ballet for illness and family emergencies on another day during the week. If your student misses a class for an excused reason, please contact

our office staff about scheduling a make up class.

3. Due to the nature of classes for Intermediate and Advanced students, make up classes are not offered for missed classes.
4. In the event that the studio is closed for weather or other unexpected interruptions, at SSD's discretion we will either:
 1. Offer the class online via ZOOM or other streaming platform on the day of the studio closure during the classes normal time.
 2. We may offer a makeup class option later during the school year that may or may not be on a different day of the week and or time than your students regularly scheduled class.

5. Notification of Interruptions

1. SSD will make every attempt to notify families of closures via email and through social media posts on Facebook and Instagram.
2. Please make sure the admin@surrenderedschool.com is added to your email contact lists and that your email in Dance Studio Pro is up-to-date.
3. Please follow our social media accounts @surrenderedschool as we post relevant content throughout the year for studio events.

4. Privacy & Waivers

1. SSD Requires that a student information sheet and Liability Waiver be filled out for each student before the start of their first class by their parent, legal guardian, or by the adult participant if they themselves are the student.
 1. Liability Waivers are also required for all guest students taking a trial class or participating in any school activity.
2. The information provided will be kept confidential and will only be shared within the organization on a need-to-know basis with school administrative staff and teachers.
3. We will not sell or trade your private information.

5. Class Information

1. Teachers
 1. All of Surrendered School of Dance classes are taught by knowledgeable instructors each with 10 to 30 years of experience in the dance world. All SSD teachers and teacher assistants understand and agree with the heart and mission of the school.
 2. Classes are taught with a main teacher and most classes have an Assistant Teacher from Paradosi Ballet Company's Apprentice Program.
 3. Teachers and Teacher Assistants are all required to have a background check completed and undergo child abuse awareness training before they start interacting with students.

2. Substitute Teachers

1. In the event that the regularly scheduled teacher is not able to teach a class, the teacher will work closely with their Teacher Assistant who will fill in for them and keep the class on track during their absence.
2. Our Teacher Assistants are all highly capable dancers who will provide the same level of love, care, and instruction that you have grown to expect from Surrendered School of Dance.

3. Class Enrollment Minimums

1. SSD classes require a minimum of 5-students in order to begin a class and have it remain running for the school year.
 1. Classes that fail to reach the minimum enrollment may be placed "on hold".
 2. In the event that a class is placed "on hold" all tuition charges will be frozen and no new charges will be added until the class resumes.
 3. Families will be notified a minimum of 24-hours prior to the start of class if the class is unable to run due to low enrollment.
 4. Please be aware that if at any time during the season a class falls below the minimum of 5-students that it may be merged with another class on a different day and or time, placed on hold until more students enroll, or be canceled.

4. Dress Code & Supplies

1. Uniform

1. Students are expected to follow the dress code as outlined in APPENDIX A in this packet. The Required Items are the students Uniform and will be used as a part of their costume during recitals.
 2. The dress code will be enforced for all classes; however, students will be given a 6-week grace period to purchase the appropriate class attire after enrolling.
 3. During the first 6-weeks, teachers will assess your students current level of ability and may move them to a different class which may have a different dress code than the level they started.
 4. Students/families are responsible for purchasing the dress code items for their class.
 5. SSD recommends purchasing class attire through www.discountdance.com. Items listed should be purchased by brand name and style number listed to insure the approved color and style.
 1. Please use **Teacher Code: 34978** during checkout when making purchases on discountdance.com to support the studio and receive 8% off your first purchase.
- 2. Ballet Technique Shoes**
1. In order to ensure the proper fit of your students ballet shoes, the teacher may adjust and trim drawstrings on your student's shoes.
 2. The drawstrings are not supposed to be long enough to tie into a bow.
- 3. Pointe Shoes**
1. Students must be pre-approved by their SSD upper division ballet instructor in order to purchase pointe shoes, wear pointes shoes, and take a pointe class.
 2. It is imperative that students have the appropriate training before attempting to dance in pointe shoes or they risk the chance of serious injury.
- 4. Hair**
1. Girls must have their hair in a bun.
 1. Students with hair too short to put into a bun will be expected to wear their hair pulled back from their face
 2. Boys hair should be short or pulled back away from their face
- 5. Supplies**
1. Additional supplies may be needed for some intermediate and advanced classes and will be communicated to families upon enrollment or through their teacher.
- 5. Studio Code of Conduct**
1. SSD students and families will be expected to follow Studio Code of Conduct as outlined in APPENDIX B to help create a positive learning environment for each student.
 2. SSD administration will immediately address any issues pertaining to the Studio Code of Conduct with parents and students as necessary.
- 6. Calendar**
1. Please mark your calendars with the important dates listed in APPENDIX C of this packet.
 1. Dates and times on the calendar are subject to change, i.e. recitals, based upon venue availability. We will give families as much advanced knowledge as we can about any changes.
 2. It is the responsibility of parents, legal guardians, and adult students to be aware of all school activities (such as recitals, extra classes, and the dates the school is opened or closed for breaks).
 3. The school will include this information in the school calendar (Appendix C), emails sent through Dance Studio Pro, and posts on the Surrendered School of Dance (SSD) website (www.surrenderedschool.com).
 4. Please regularly check your email and the schools website for updates for the school.
- 7. Student Drop Off & Pick Up**
1. Please bring your student to the studio a minimum of 5-minutes before the start of their class. Classes begin at the time listed on the schedule.
 2. Students in Pre-Primary Ballet and Primary Ballet should be brought into the studio by their parent/guardian and not sent in on their own unsupervised.
 3. The parents or legal guardians of students in Pre-Primary Ballet and Primary Ballet are required to remain present inside the studio building during their students class.
 1. This is essential if a student needs assistance with the restroom, is experiencing emotional distress, or the student is misbehaving in a class and needs a break with their parent.

6. Performances

1. Recitals

1. Surrendered School of Dance has two recital fundraisers each school year
2. In the months leading up to each recital, a portion of your students class time will be devoted to learning a recital dance
3. Instead of charging for new recital costumes for each recital, Surrendered School of Dance lends costumes for students to use during their recital dance.
 1. Please keep in mind that your students class uniform is a part of your students recital costume. Your student will need their class uniform in order to participate in the recital.
 2. Boys will need a white button up shirt for recitals as outlined in the dress code.

4. Recital Fees and Tickets

1. A non-refundable recital fee of \$30 per recital will be added to each students account.
 1. Recital fees are used to offset the cost of the recital including the repair, alteration, cleaning, and or replacement of costumes that SSD students borrow for their recital dance; the cost of renting the recital venue; program printing; and other costs associated with the recital.
 2. The Christmas recital fee will be added to accounts when tickets go on sale in November
 3. The Spring Recital fee will be added to accounts when tickets go on sale in April
2. Recital Tickets will only be sold to the parent or legal guardian of students enrolled in classes. Please purchase the tickets for friends and family who will be attending the recital to support your student.
3. The number of tickets may be limited based upon the venue secured for the recital
4. Before purchasing tickets, all Recital fees and all tuition dues balances must be paid in full.

5. Class Changes

1. Due to the length of time needed for students to learn their part in a dance, students are not permitted to switch classes during the last 6-weeks before the Spring Recital and still be allowed to participate in the recital.

6. During Recitals

1. Parents and legal guardians are not allowed backstage during recitals
 1. If a parent or legal guardian needs to see their child while they are in our care at a recital, please contact a staff member who will bring your child to you. You may also text our studio cell phone at: 253-361-5783
2. If a student is in Pre-Primary Ballet or Primary Ballet, the parent or legal guardian on the students DSP account is required to remain in the building at all times with their cell phone on while their student is in our care in case their student needs help using the restroom, putting on their leotard and tights, or is needing parental support.

2. Christmas Recital

1. Surrendered School of Dance will have a Christmas recital in December

1. Information about the recital date and time will be shared as soon as a venue has been secured and not before. The recital date listed on the school calendar is tentative.
2. Students in all levels must be enrolled by October 22 in order to participate in the Christmas Program.
3. To ensure that students are well prepared for their recital, students must attend a minimum of 4 out of the last 6 classes before the recital in order to participate. It is mandatory to be at the last two-classes before the recital to ensure that the students are prepared for sharing their dance.
4. Due to the length of time needed for students to learn their part in a dance, students are not permitted to switch classes during the last 6-weeks before the Christmas Program and still participate in the program. In rare cases, students may be permitted to participate in the recital; however, they may have a reduced part in their classes dance.

3. Spring Recital

1. **The Spring SSD recital will be held in late May or Early June as outlined in the school calendar.**
2. Spring Recitals are tentatively scheduled for the last Saturday of May or the first Saturday of June each year.
 1. Information about the recital date and time will be shared as soon as a venue has been secured and not before. The recital date listed on the school calendar is tentative.
 2. Students in Foundations in Ballet and above must be enrolled by March 1 in order to

participate in the recital.

3. Students in Pre-Primary Ballet and Primary Ballet must be enrolled by April 15 in order to participate in the recital.
4. To ensure that students are prepared for their recital, students must attend a minimum of 4 out of the last 6 classes before the recital in order to participate. It is mandatory to be at the last two-classes before the recital to ensure that the students are prepared to share their dance.

7. Dropping a Class

1. Withdrawal Request

1. Withdrawal Requests

1. Withdrawal requests may be made in person at the front desk, through a request mailed to the main campus in Tacoma, by speaking with a school representative on the phone, or sent via email to our admin email. admin@surrenderedschool.com.

2. No-Communication Withdrawals

1. We ask that you do not stop taking classes without letting us know that they are dropping a class. Some classes have a wait-list and we cannot add a new student to the class until the space is officially opened.
2. Our studio management software will continue to send monthly statements and account balance notifications via automated email and text messages unless a formal withdrawal has been processed.
3. If we have had no communication from a family and a student has missed 3 or more classes, they will be at risk for being dropped from the class.
4. If we have had no communication from a family and their student has missed 5 classes in row, our system will automatically drop the student from their classes.
5. If you wish to reenroll in a class, please contact our front desk and someone will help you with reactivating your account.
6. If a student is dropped from a class there is a chance that they may not be able to get into the same class during the school year if there is a waitlist for the class.

2. Financial Hardship Withdrawal

1. If you are withdrawing from classes due to financial difficulties, we encourage you to talk with a Director to discuss your situation or to submit a financial aid application before withdrawing to see if there are any scholarships or financial aid options available.
2. We want every student who wants to learn to dance to have the ability to continue taking classes with us regardless of their financial situation.

3. Withdrawal Refund Policy

1. If a student is enrolled in a class, has paid their tuition and registration fee, but has not attended classes yet; a full refund will be given less the non-refundable membership registration fee.
 1. Please allow up to 45-days for the refund to be processed.
2. If a student is enrolled in a class, has paid their tuition and registration fee, but has attended 1 or more classes in the month; a pro-rated tuition refund will be given for the remaining classes in the month less the nonrefundable registration fee.
 1. **Please allow up to 45-days for the refund to be processed.**

4. Membership

1. If a student voluntarily withdraws from classes or is removed from a class for non-communication, their membership will remain active for the current school year. Students may re-enroll in classes during the current school year without having to pay the Membership Registration Fee again.
2. In all cases every student's SSD membership will become inactive at the end of the current school year on August 31 and students will need to register for new classes for the next school year in order to reactivate their membership.

APPENDIX A

SURRENDERED SCHOOL OF DANCE DRESS CODE / CLASS UNIFORMS 2023/2024 SEASON

We recommend making your purchases through www.discountdance.com This business has consistently some of the lowest prices on dance clothing items. Please help to support your school by using **Teacher Code: 34978 at checkout**. First time users will receive an 8% discount at checkout with this code.

If you are having difficulty in finding the appropriate items; please let our office staff know.

Boys: All Levels		
Required Item	Color	Model Number
Fitted white t-shirt	White	Suggested Dance Tee: Boys Suggested Dance Tee: Mens <small>*You do not need a dance specific t-shirt. You may use any short sleeved fitted crew neck white t-shirt with no logos or prints.</small>
Solid black dance pants	Black	Suggested Pants: Boys Suggested Pants: Mens
Thin white socks	White	
Ballet Shoes	Black	Child Shoes Adult Shoes
Long Sleeve Button Up Dress Shirt (For recitals)	White	

*You do not need to purchase these specific items for your male dancer.

Pre-Primary Ballet (Ages 3-5)		
Required Item	Color	Model Numbers
Cap Sleeve Leotard	White	Child M515C or or Child CC400C or Child N5502C Toddler/Child CL5402
Ballet Skirt	White	Child TH5110C
Tights	Ballet Pink*	Child C81
Ballet Shoes	Pink*	DN960G

Primary Ballet (Ages 5-7)		
Required Item	Color	Model Numbers
Cap Sleeve Leotard	Pink	Child M515C or Child N5502C or Child CC400C
Ballet Skirt	Pink	Child TH5110C
Tights	Ballet Pink*	Child C81
Ballet Shoes	Pink*	DN960G

Foundations in Ballet (Ages 8+)		
Required Item	Color	Model Numbers
Cap Sleeve Leotard	Lavender	Child M515C or Child N5502C or Child CC400C Adult N5502 or Adult CC400
Tights	Ballet Pink*	Child C81 or Adult A81
Short Ballet Skirt	Lavender	Child MS12CH (Lilac) or CR5110 (Lavender)
Split Sole Canvas Ballet Shoes	Pink*	Child 15 C or Child S0284G or 0284L or S1C

Intermediate & Advanced Ballet Classes

(Hair must be in a bun)**

(No jewelry with the exception of small stud earrings)

Required Item	Color	Model Numbers
Class Leotard	Black	Child M515C or Child ME634C or Child TH5533C Adult H5533 Adult ME634
Recital Leotard	Black	Adult 5100 or Child D5100C
Tights	Theatrical Pink*	Adult A81 or Child C81
Split Sole Ballet Shoes	Pink*	S0284L or S1C
Short Ballet Skirt	Black	Adult ME636 or Child ME636C
Theraband: 9ft long by 6in wide Medium Strength		
Racquet Ball		
Exercise/Yoga Mat		
Optional Items: <ul style="list-style-type: none"> • Small Pilates Ball • Foam Block • Cleaning wipes / baby wipes for feet and personal exercise equipment 		

Life Christian Academy & Lighthouse Christian School

(Hair must be in a bun)**

(No jewelry with the exception of small stud earrings)

Required Item	Color	Model Numbers
Cap Sleeve Leotard	Pink	Child M515C
Ballet Skirt	Pink	Child TH5110C
Tights	Ballet Pink*	Child C81
Ballet Shoes	Pink*	DN960G

*Alternate Tights and Shoe Shades

While pink tights and ballet shoes are traditional, we want each of our dancers to celebrate the unique beauty with which God created them. If your student would prefer tights and shoes that more closely match their skin tone, we would love for them to make an appropriate selection

Required Item	Model Number
Tights	Child: MTB10C Adult: MTB10
Ballet Technique Shoes	Child: Hanami 2037C Adult: Hanami 2037W

**Click to learn how to make a ballet [bun](#).

- Students with short hair will be expected to wear their hair pulled back from their face.

APPENDIX B

SURRENDERED SCHOOL OF DANCE

STUDIO CODE OF CONDUCT

E1 ARRIVAL

1. To ensure that classes begin on time, students should arrive at the studio 5 to 10 minutes before their class begins.
2. Please make sure that your child is not wearing or bringing anything into the studio other than what is needed for their class time.

E2 ATTENDANCE

1. Regular attendance and prompt arrival to each class is necessary in order for students to progress.
2. If a student is late, they must wait by the studio door for the teacher to invite them into the class. If the student is more than 15-minutes late to class, they may be asked to sit out of class and observe as a precaution in order to prevent injury.
3. Please call the Main Tacoma Campus or email SSD if a student will be arriving late or absent for any reason. (253)474-4881 admin@surrenderedschool.com
4. After a student has missed five-consecutive weeks without communicating with SSD, they will be dropped from the class.

E3 DRESS CODE

1. The dress code for each class/level must be worn to all classes, including the appropriate hairstyle.
2. Each family/student is responsible for purchasing their class uniform. Class uniforms and ordering information are listed in detail in APPENDIX A. Items listed should be purchased by brand name listed to insure the color and style quality SSD requires.
3. Uniforms may need to be updated/reordered periodically throughout the year.
4. Necessary supplies that may be needed for classes will be communicated to each family upon enrollment or as the class progresses.
5. Students are expected to be in uniform by their sixth week of class.

E4 OBSERVATION

1. At our main Tacoma campus there is a monitor in the lobby showing each of the studios that you may use to watch your students class.
2. If your student is taking a class in Studio 1 at our main Tacoma Campus, there is a two-way mirrored window in the kitchen area.

E5 DISCIPLINE

1. If a student is not following a teachers instructions, after several warnings, the instructor may ask the child to sit on the side and not participate in class activities for a short amount of time or they will be sent out to their parent until they are able to rejoin the class without disrupting the class.
2. If the problem persists, the parent will be contacted to discuss the situation and possible solutions.

E6 PERSONAL ITEMS

1. Students may not bring personal items into class such as jackets, toys, bags, etc.
2. Students may not wear jewelry in dance classes other than small stud earrings.
 1. If a student is wearing jewelry that is not allowed, such as: anklets, bracelets, necklaces, or rings, the jewelry will be removed by the teacher and held during class time as a precaution to prevent injury and distraction. Items will be returned after class.
3. Students may not bring food, gum, any beverage other than water, or cellphones into the classroom/studio.

E7 RESPECT

1. All students are expected to treat their instructors and fellow students with courtesy and respect.
 1. Students should not hang on the barres, talk during class unless called upon to speak, sit down during a class without permission, touch other students, or leave the classroom without permission.
2. Students should address each teacher or staff member with the appropriate address of Miss or Mister before their name.

2023-2024 School Calendar

Surrendered School of Dance

4020 S 56th Street Suite 105
Tacoma, WA 98409

www.surrenderedschool.org

July 10, 17, 24	Summer Classes • Session 1
Aug 7, 14, 21	Summer Classes • Session 2
Sep 11	First Day of Classes 2023/2024 School Year
Oct 26	Vocab List 1 • Intermediate Ballet Classes
Nov 20-25	Thanksgiving Break
Dec 16 (Tentative)	– Christmas Recital will be announced in October
Dec 18, 19	Christmas Celebration Classes & Photo Day
Dec 20 – Jan 7	Christmas Break
Jan 8	Classes Resume
Jan 11	Vocab List 2 • Intermediate Ballet Classes
Feb 1	Mid-Term Exam • Intermediate / Advanced
Feb 8	Foundations in Ballet • Progress Report
Mar 15	Recital Announced
Mar 28	Vocab List 3 • Intermediate Ballet Classes
Mar 31 - Apr 6	Spring Break
May 2	Vocab List 4 • Intermediate Ballet Classes
May 16	Final Exam • Intermediate / Advanced
May 31	Last day of Classes 2023/2024 School Year
Jun 1 (Tentative)	Recital – Will be announced in March
Jun 2	SUMMER BREAK BEGINS

Jun 10 & 17	Prince & Princess Classes (Pre-Primary – Age 10)
Jun 11, 12, 13, 18, 19, 20	SDI Prep Classes (Ages 11+)
Jun 23 – 29	Summer Dance Intensive (SDI) (Ages 11+)

2024 Summer Classes TBD

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
S	M	T	W	T	F	S
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024						
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21	22	23	24	25	26	27
28	29	30	31			

February 2024						
S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	28		

March 2024						
S	M	T	W	T	F	S
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- In the event of there being a holiday on a Monday, classes at SSD will run as scheduled unless announced otherwise.
- Dates are subject to change
- We will make every effort to keep families up-to-date through email and social media of any changes or weather closures
- Any additional events and fundraisers will be communicated with families via email and or our social media accounts on Facebook and Instagram @surrenderedschool