



# **ANNUAL HANDBOOK & GUIDELINES**

*2022/2023 SEASON*

## **CLASSES**

- September Starts: minimum 35 classes
- October Starts: minimum 30 classes
- January Starts: minimum 23 classes

## **KEY INFORMATION**

The studio follows the public school calendar. The studio will be closed on Thanksgiving Monday, Halloween, Remembrance Day (am only), Winter Break, Family Day Monday, Spring Break (including Good Friday and Easter Monday) and May Long Weekend. We will be open during Teacher's Conventions.

Kinder Studios is not able to put a hold on tuition for vacations. Make up classes will be provided if any classes are missed. Please speak with the office to schedule a makeup class.

No refunds will be given for missed classes. If the teacher cancels a class, it will be rescheduled.

## **IMPORTANT DATES**

September 6, October 4 & January 9, 2023: First Day of Classes

October 11: Thanksgiving Closure

October 31 to November 5 : Halloween Costume Week

November 11: Remembrance Day Closure

December 5 to December 10: Parent Viewing Week - September/October Starts

December 17 to December 23: PJ Week / Last classes before winter break

December 26 to December 30 : NYE Camp – Note: \*Full or half day camps available\*

## **2023**

January 2 to January 6: New Year Camp – Note: \*Full or half day camps available\*

January 9 to January 14: First Day of Classes

January 23 to January 28: Recital Participation Email Sent

February 24: RECITAL FORMS DUE

March 27 to March 31: Spring Break – Note: \*Full or half day camps available\*

## **April 11: SCHEDULE RELEASE 2023/2024**

April 17 to April 22: Parent Viewing - January Starts

April 24 to April 29: Bring a Friend

May 8 to May 13: Picture Week

May 23: Picture Order Forms Due

## **May 29: REGISTRATION NIGHT (5:00 - 7:00 PM)**

June 19 to June 24: Pictures Sent Home

June 26 to July 1: Last Day of Classes

## **July 2 2023: RECITAL / SHOWCASE**

### **CLASS LOCATIONS**

Preschool Partners: Your children will be picked up and taken to a designated area WITHIN the preschool's facility.

Community center classes: A specific classroom will be booked weekly. This room will not change throughout the year, unless otherwise notified via email.

Preschool Locations: West Springs, Marda Loop, Montreux, Rosscarrock, Altadore, Banff Trail, and Mahogany

Community Centers: Lakeview, SCA, Eau Claire, Scenic Acres and West Hillhurst

## **CLASS ATTIRE**

We ask all students to come in comfortable clothing. However we have intertwined our Recital and Dancewear package. **This package will be used for class as well as recital.** In our Package you will receive an option to purchase with or without dance shoes (Please look under recital information to get a full description)

## **TUITION**

Tuition can either be paid in full or made through monthly payment (Due the first of every month). We will accept cash, cheques (Made to Kinder Studios ), or e- transfers for tuition payment ( [office@kinderstudios.ca](mailto:office@kinderstudios.ca) ) Credit card payments may be or invoiced automatically when registering online via stripe.

Please write your child's name in the memo portion of the cheque. If you pay with cash, please request a receipt.

## **FEES**

Kinder Studios holds the right to reschedule or cancel a class when six or fewer students are registered. Tuition and registration fees do not include footwear, dancewear, supply fee, recital costumes, and recital tickets. These are additional costs.

## **DISCOUNTED FEES**

- 5% discount for families with two or more children enrolled (sessionals are not included).
- 5% discount for families that pay tuition in full.

## **NSF CHARGES**

Payments returned NSF, account closed, etc., must be honored and a \$30.00 fee will be added to the amount owing. Students will not be able to participate/ attend class if they have outstanding or overdue accounts

## WITHDRAWAL

Notification via email to [office@kinderstudios.ca](mailto:office@kinderstudios.ca) must be sent one month in advance of a student withdrawing from classes. One month after written notification is received, the monthly payments will stop. If a full year payment has been made, a refund cheque will be issued. We will not refund partial month payments. Withdrawal notices must be received by the 15th day of the month or your next month's payment will go through

## RECITAL / SHOWCASE

Our recital is optional. The recital will be held Sunday June 26, 2022. **DANCE WEAR and RECITAL PACKAGES will be used for BOTH class and our recital.** There are no refunds once orders are placed. Packages are only for children enrolled in dance. Additional items (such as additional tights can be purchased at your discretion throughout the year through the office)

**Each class will have a \$20.00 Accessory fee to differentiate each class. This will be at your teachers discretion**

## GIRLS OPTIONS

With shoes \$90.00 (Tutu, Leotard, Tights & Dance shoes)

Without shoes \$65.00 (Tutu, Leotard, Tights)

+\$20.00 Accessory Fee

## BOYS OPTIONS

With shoes \$65.00 (White Dance Shirt, coloured bow tie & Dance shoes)

Without shoes \$38.00 (White Dance Shirt & coloured bowtie)

+ \$20.00 Accessory Fee

## COLORS BY CLASS TYPE

Mini Movers - Pink

Tiny Tots - Blue

Cub Club - Purple

Kinder Kids - Black

## **RECITAL TICKETS**

You may purchase tickets for **\$10.00 for Adults \$5.00 for children (10 and under)**. Babies may come, but will need to sit on a parent's lap unless a seat is purchased

## **VOLUNTEERS**

During Recital, we ask for one parent, per class, to volunteer to help prepare students to go on the stage and watch them after they have performed for the duration of the show. Volunteers will receive two complimentary print pictures of their choice (1 pose) for their child.

## **FLOWERS**

Flowers will be available for purchase at the recital and proceeds will be donated to the Alberta Children's Hospital Charity.

## **PICTURES**

For the safety of the children, please do not use flash photography or videography during the recital/showcase. Pictures taken during photo week will be available for purchase. Pictures may be taken after or before the recital has been completed.

## **OPEN DOOR**

At Kinder Studios we have an open door policy. If you would ever like to discuss your child's progress or have comments and questions, they are always welcome. Your child's success is Kinder's success and we look forward to having them on this journey with us!