



## Dance School Application

All pages of the application must be signed and returned prior to first class

Name of Student: \_\_\_\_\_ Age: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Name of Parent: \_\_\_\_\_

Day and time of class: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Parent Mobile Phone: \_\_\_\_\_

Student Mobile Phone: \_\_\_\_\_

Parent Email Address: \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Where did you hear about us? \_\_\_\_\_

Prior experience? \_\_\_\_\_

\*Emergency Contact Name: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

### Welcome new students!

Follow our instructions and you will be dancing in a very short time.

Practice encouraged.

Cash, Cashapp or Zelle only

Email Address: [rrkalasangam@gmail.com](mailto:rrkalasangam@gmail.com)

Website Address: Raja Rani Laxmi Kala Sangam Institute of Dance | Facebook

Mailing address: 403 East Martin Street Kissimmee FL, 34744

# Liability Form

**I agree to participate in the dance programs presented by the “Raja Rani Laxmi Kala Sangam Institute of Dance” and conditioned as follows:**

1. I understand the medical risks that may result from such participation in physical activity, and I represent to the “Raja Rani Laxmi Kala Sangam Institute of Dance” that I (or student) am physically capable of such participation without illness or injury. I (or student) am participating in this program upon express agreement and understanding that I shall hereby waive and release “Raja Rani Laxmi Kala Sangam Institute of Dance” from and against all claims, actions, causes of actions as a result of damages, costs, liabilities, expenses or judgments, including but not limited to attorney fees and court costs arising from or out of my participation in any of the program offered.
2. I hereby execute this liability form to induce the “Raja Rani Laxmi Kala Sangam Institute of Dance” to permit me (or student) to participate in this program.
3. I have been given, read, and understand all school membership policies pertaining to all students who join this dance school. I have executed this liability form on (Day/Month/Year): \_\_\_\_\_

Student's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Parents/Guardians signature required for students under the age of 18

## RAJA RANI LAXMI KALA SANGAM INSTITUTE OF DANCE POLICIES AND TERMS

**All Raja Rani Parents, Students and Staff agree to our Raja Rani Parent Code of Conduct:**

I agree to represent myself as a positive role model and show respect for all involved at Raja Rani Laxmi Kala Sangam institute of Dance including parents, teacher and staff. I will respect classroom boundaries. I understand that negative behavior of any sort is not permitted. I agree that Parents and Families of Raja Rani Laxmi Kala Sangam Institute of Dance are never allowed to use vulgar language, threats or physical altercations. I will encourage my child to always have fun! I understand that Raja Rani dancers are hardworking athletes who need to be emotionally healthy, so I will be respectful, positive and supportive! I agree that if I fail to abide by any of these rules listed above that I may be subject to, but not limited by the following disciplinary action: 1. Verbal Warning 2. Suspensions 3. Immediate Dismissal.

## Video and Photograph release

- I understand and agree that Raja Rani Laxmi Kala Sangam Institute of Dance reserves the right to take and use videos and photos of participants, free of charge, to be used for publicity purposes in Raja Rani Laxmi Kala Sangam Institute of dance annual dance recital programs and/or other media publications.
- We kindly request that you tag us when using video and pictures of our facilities and dancers. It is encouraged and appreciated when you list Raja Rani Laxmi Kala Sangam Institute of Dance as your dance studio in your profiles.

## Code of Conduct

- Raja Rani Laxmi Kala Sangam Institute of Dance has the right to refuse services to anyone.
- Students must always conduct themselves properly. They must show respect, maintain a positive attitude and cooperate with the teacher and fellow class members. No gossiping or inappropriate language or conversation. We will not tolerate any physical or verbal abuse, including “name calling” or “bullying” by any student. If a student disrupts the safety of other students in the class they will be asked to leave without refund. All students must also show respect to the property of others.
- All Raja Rani Laxmi Kala Sangam Institute of Dance, dance teachers will make sure the classroom is a safe environment by upholding these rules and regulations. If a student does not abide by these rules, they may be asked to discontinue dance classes until they can use appropriate behavior. At any time, we reserve the right to refuse service based on the above mentioned.
- No shoes allowed on any of the dance floors at any of our studios
- Raja Rani Laxmi Kala Sangam Institute of Dance is not responsible or liable for minors being left before or after their scheduled class times
- All students must fill out all pages of this application prior to their first class.
- Raja Rani Laxmi Kala Sangam Institute of Dance does not enroll children under the age of 5 for group classes.
- No loitering in the lobby, hallways, and dance rooms. No running, jumping, or unruly behavior will be tolerated.
- Please keep conversation in the lobby positive and up-beat. Negativity does not provide for a healthy environment.
- Raja Rani Laxmi Kala Sangam Institute of Dance is not responsible for damaged, lost, or stolen articles.
- Parents/Guardians/Friends/Family may not interfere with the class, with the exception of Mommy and baby class.
- Eating or chewing gum during class is strictly prohibited
- Only water allowed in the studio
- We encourage our students to practice and the parents to be involved in our program.
- Any students that would like to participate in any dance competition must get an approval by Raja Rani Laxmi Kala Sangam Institute of Dance prior to enrolling for the competition.
- Most importantly...Have fun...Its Dancing!!

## Communication

- Throughout the year, there is a lot of information that is communicated to our families.

We utilize many avenues to communicate information.

- Email – Please add to your email list.
- Website – Basic studio info, including staff contact info can be found [here](#).
- Social media – We have a Facebook page that we update with events and recitals. Please create a FB account if you don't already have one as it is important to be a part of the page.
  - WhatsApp: You will be added to the Raja Rani Dance community on Whatsapp where links to hair/makeup tutorials and practice videos will be posted.
- Questions and Concerns - Please do not engage the teachers at any time in their respective dance studios to ask questions. When one class ends, another one begins. If you need to speak directly to the teacher, please arrive early or send an email or message to 321-830-7132. Messages will be returned as soon as possible. The teacher and/or the parents/guardians can schedule a studio meeting if needed. This should be done via email.

## Attire

- Uniforms must be used at all times.
- Students must purchase a new uniform once they outgrow the uniform, or if it is lost or damaged
- If you have ordered a uniform, in the meantime use a comfortable shalwar with Leggings/ gym pants or shalwar pants with a Dupatta. No jeans or shorts allowed
- All students with long hair MUST have it pulled and tied back.

## Attendance

- We truly expect your child to attend each and every scheduled class, because we limit the number of children in a class we are hopeful that everyone will honor their commitment and complete the entire year.
- Students that come late are a distraction for the other students. If tardiness continues, the student will be asked to move to a better-timed class for them
- Students may not leave before class is concluded without prior arrangement with the instructor.
- Please call or email when your child will not be in class
  - Our goal is to keep everyone as safe and healthy as possible. Please do not come to class if you are sick or have a fever.
  - Instructor will explain how the makeup classes work, if they are being offered
  - Additional classes and extra practice can be scheduled and cost \$10
- Makeup day instructor usage (on the program guide) These are days set aside for class makeup based on if class is cancelled for any reason

## Before and After Class

- Raja Rani Laxmi Kala Sangam Institute of Dance is not a daycare or babysitting service.

When one class ends, another starts; teachers and staff are not responsible for watching students once class has dismissed. Please instruct your child to wait inside the studio lobby for their rides and to inform the staff if their ride is late. Students are not permitted to wait outside for rides. No student will be allowed to leave the premises unsupervised unless given written consent from parent or guardian.

## Cell Phones

- All cell phones should be turned off. Cell phone use is not allowed during class time.

## Tuition

- Raja Rani Laxmi Kala Sangam Institute of Dance full year consists of a total of 2 quarters: Fall (August-mid Dec), and Spring (January- May).
- Tuition for dance classes will be collected per quarter. Tuition must be paid before the start of the first class of each quarter and may be paid in full payment, half payment or monthly.
- Tuition Discounts apply for 3 or more enrolled students within the same household.
- Raja Rani Laxmi Kala Sangam Institute of Dance does not provide pro-rating or refunds of any kind, for any reason including illness, injury, relocation, vacation, missed classes, schoolwork, disinterest etc. This policy applies to any studio fees, registration fees, recitals, costumes, tuition and more

## Show Information

- Parents will be notified when costumes are needed by email and/ or phone call
- Dance competition fees will be collected on a rolling basis

## Showcase Days

- Parents and anyone interested in seeing the classes are allowed to come and observe the classes during these times

## Placement in Classes

- Raja Rani Laxmi Kala Sangam Institute of Dance and it's instructors will place students in classes we feel it is more important that the children are in the correct level of class, then making sure a student is with their exact age group. We ask that for your respect in regard to our expertise in placing students in classes. We desire to see every student grow and achieve the most within our classes. When a class is too challenging, they may not be able to grasp and learn proper technique. Likewise, when it is too easy, a student may not grow as a dancer.

- Raja Rani Laxmi Kala Sangam Institute of Dance instructors reserve the right to move any student to a different class if they are not keeping up with the standard of the class and values of our program. As a result, if the student decides to leave the program, Raja Rani will issue a refund for the remaining classes. The student will not be reimbursed for the classes already attended or any other required expenditures (i.e. costume, show tickets, etc) during the school year.

## Holidays

- Raja Rani Laxmi Kala Sangam Institute of Dance recognize the following designated holidays, no classes will be taught the weeks of: New Year's Eve, President's Day, Memorial Day, Independence Day, Labor Day, Halloween Day, Spring Break, Thanksgiving, Winter Break

## Taking a break from Raja Rani

- If a student does not continue in their class for a quarter or year, Raja Rani will fill up the open spot which may result in the student losing their spot in that class.
- Each quarter we enrich our students with technique, skill level and other components in dancing. Taking a break from any quarter causes students to fall behind and not be up to par with the students in their class. Therefore, even if a spot is available in their original class, a student may be placed in a different group upon their return after a break

## Classes

- Students enrolled in Raja Rani Laxmi Kala Sangam Institute of Dance ARE NOT allowed to enroll in any other Indian dance schools.
- Students enrolled in Raja Rani Laxmi Kala Sangam Institute of Dance ARE allowed to enroll in non- Indian dance schools
- Raja Rani Laxmi Kala Sangam Institute of Dance reserves the right to combine classes, change times, provide substitute teachers and/or replacement teachers or cancel or combine any class. Classes may be cancelled due to low enrollment – if this happens, email notifications will be sent, and we will work with your family to try and find an alternative class.

The instructor reserves the right to modify the contents of this application at any time

I have read and acknowledged the Raja Rani POLICIES AND TERMS

I have received the Raja Rani PROGRAM SCHEDULE

Student's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Parents/Guardians signature required for students under the age of 18