

Registration Forms:

We MUST have a paper copy of your dancers registration form on file. You may turn this into the front desk before your dancers' first class. Copies are available at the front desk.

Add/Drop Classes:

The last day to add or drop any classes without penalty is September 30th. Any student that drops after this date will be responsible for yearly tuition and costume cost. You may drop a class by filling out our Drop A Class form on our website at <https://www.brittanycodydancecompany.com/forms>

Tuition:

If paying by cash, check or money order, these payments are due by September 10th.

Auto Draft payments will be set to draft on September 15th. Late fees will occur on September 16th. Late fees are \$15 per class, per month they go unpaid.

Accounts:

Your account will have all yearly tuition and costume fees added with appropriate due dates.

All accounts MUST have a payment method saved on file.

Please log into your parent portal to ensure your payment method is correct and up to date.

Drop Off/Pick Up:

Students should not be dropped off more than 15 minutes before class starts. The BCDC Staff is not responsible for children outside of their class time. The front doors will open 15 minutes prior to the first class of the day.

Parent Portals:

If you have not registered for a parent portal account, please do so immediately. The parent portal is an essential part of keeping track of your dancers attendance and account balance.

<https://www.brittanycodydancecompany.com/newsandupdates>

How to contact the BCDC Staff:

The BCDC staff will not answer private messages regarding the studio or classes sent to their personal phone numbers, Facebook, Instagram, Snapchat or any other forms of social media. We ask that you please respect our staff's personal and family time outside of the studio. You may message our studio Facebook, Instagram account or email them directly. Please allow at least 24 hours for staff to respond to emails. However, weekend emails may not be seen/read until the next business day.

Brittany Cody- brittany.cody@brittanycodydancecompany.com

Ashley Adam Johnson- danzes.ashleyadams@gmail.com

Caitlin Foster- caitlin.bcdc@gmail.com

Taylor Brace- tbrace5678@gmail.com

Gretchen Lamb- candcdance@gmail.com

Communication

A current email address is required for all families registered at BCDC. This is solely for the purpose of receiving notices including receipts, bad weather class cancellations, and upcoming events. Always check our website(www.brittanycodydancecompany.com) and social media pages for new information. Any parent wishing to discuss any questions or concerns with the director or teachers will be asked to make an appointment other than during class time. It is sometimes impossible to talk to parents before, during, or after some classes, as we need to keep on a tight schedule, and want to give parents our full attention.

Dress Code:

For students in 6th grade and above- Leotard and Tights are PREFERRED. However, we will allow form fitting shorts and tanks. If we see that students are not following these guidelines, we will switch back to solely leotards and tights.

Please note that tights are required for all ballet, pointe, tap and jazz classes.

Grown Up and Me (18-24 months) Creative Movements (age 2)	White Tank or Tshirt Pink Leggings	Pink Ballet Shoes
Pre- Ballet (age 3 & 4)	Any Color Leotard Pink Tights	Pink Ballet Shoes
Male Students	White Shirt Black Pants	Black Ballet Shoes Black Jazz Shoes Tan Slip On Tap Shoes

The below dress code is for all students Kindergarten Grade and above	
<p>Ballet: Any Color Leotard Tan Tights Pink Ballet Shoes Form Fitting shorts are allowed. No jeans, leggings or baggy clothing.</p> <p>*dancers 6th grade and above may wear a camisole/form fitting tank, tights are still required*</p>	<p>Tap: Any Color Leotard Tan Tights Tan Slip on Tap Shoes Form Fitting shorts are allowed. No jeans, leggings or baggy clothing.</p> <p>*dancers 6th grade and above may wear a camisole/form fitting tank, tights are still required*</p>
<p>Jazz: Any Color Leotard Tan Tights Tan Slip on Jazz Shoes Form Fitting shorts are allowed. No jeans, leggings or baggy clothing.</p> <p>*dancers 6th grade and above may wear a camisole/form fitting tank, tights are still required*</p>	<p>Jazz Funk: Active wear such as leggings, shorts, tanks No jeans or bagging clothing Sneakers No jeans or baggy clothing.</p> <p>*dancers 6th grade and above may wear a camisole/form fitting tank*</p>
<p>Acro/Tumbling: Active wear such as leggings, shorts, tanks No jeans or bagging clothing No shoes</p>	<p>Lyrical: Any Color Leotard Tan Tights Foot Thong Shoes No jeans, leggings or baggy clothing.</p> <p>*dancers 6th grade and above may wear a camisole/form fitting tank*</p>
<p>Pointe: Any Color Leotard Tan Tights Pink Pointe Shoes *dancers 6th grade and above may wear a camisole/form fitting tank, tights are still required*</p>	