



**Holiday Week:**

December 16th-20th

Come dressed in your favorite Holiday Attire

**Angel Tree Donations:**

In efforts to help the Westwood Middle School Dance Program we are accepting donations of Gently Used Tap Shoes Adult Sizes 6-10, New Tan Tights Adult Sizes Small-Large, and New or Gently Nude Leotards Adult Sizes Small-Large. If you'd like to donate items or make a monetary donation for us to provide these items please see the front desk.

**Studio Closed:**

We will be closed December 23rd-January 5th for Winter Break. Classes resume January 6th 2025.

**Creative Movements:**

Last Class for the year is December 18th, 2024

**Grown Up and Me:**

Last Class for the year is December 19th, 2024

**Recital Costumes:**

Costume orders are starting to arrive. Please note **YOU MUST PAY FOR COSTUMES TO RECEIVE THEM**. Shipping dates from these companies are changing daily. We can not guarantee the arrival of any costumes that are pending payments. Once we have sorted and verified orders, we will begin distributing them to the students.

**Costume Returns:**

If a costume must be returned due to sizing issues, there will be a \$10.00 fee for each costume returned, exchanged, or reordered. Costumes are selected based on the recommendations from each company, considering your dancer's measurements. Brittany Cody Dance Company is not liable for alteration costs. Any size concerns will be verified against your dancer's measurements and the company's guidelines. However, if an error occurs on the part of Brittany Cody Dance Company, the \$10.00 fee will be waived.

**Tuition:**

If paying by cash, money order or check, payments must be submitted by December 10th. All other payments will be set to auto draft on December 16th. The system will auto draft the current payment due and any past due balance. Please log in to your parent portal to make sure your payment method is up to date. Students with a past due balance will not be permitted to participate in class in January.

**Parent Portal:** It is imperative that you ensure your contact information is up to date through your portal. If you are not receiving our emails, please let us know ASAP.

You may update through your parent portal or see our office staff to update your information.

**Please see the reverse side of our most updated calendar of Events.**



## December 2024 Newsletter

### December 2024

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16th- Auto Draft Tuition  
18th- Last Day Creative Movements Class  
19th- Last Day Grown Up and Me Class  
23rd-31st Closed Winter Break

### January 2025

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1st-5th- Closed Winter Break  
6th- Classes Resume Recital Attendance Policy Begins  
15th- Auto Draft Tuition  
20th- Closed Martin Luther King Jr. Day

### February 2025

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10th-14th Picture Week  
17th- Auto Draft Tuition

### March 2025

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17th- Auto Draft Tuition/Recital Fee  
17th- All accounts must be paid in full by this date

### April 2025

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1st- Technical Rehearsal- Schedule TBA  
2nd- Dress Rehearsal- Schedule TBA  
4th- 7:00 pm Recital  
5th- 12:00pm Recital  
6th- 3:00pm Recital