

WESTLAKE SCHOOL
FOR THE PERFORMING ARTS



STUDENT AND PARENT/ GUARDIAN HANDBOOK

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Message from the School Director

Dear Students, Parents, and Guardians,

Welcome to a new year at Westlake School for the Performing Arts! Thank you for trusting us with your child's dance and theater education. For 34 years, WSPA has been committed to providing high-quality training while fostering a strong, supportive community for all our students and families. I'm thrilled about the year ahead and look forward to sharing another exciting and successful season with you all!

Our faculty consists of some of the best dance and theater educators from the Bay Area and beyond. These dedicated teachers and role models are here to guide your child through a fulfilling and rewarding journey. To make the most of their training experience, we ask that students approach each class with the right mindset and work ethic. At WSPA, we define this as:

- **Commitment** – Success begins with showing up. Consistent attendance is crucial for your child's growth and progress in our programs.
- **Hard Work** – Every student is unique, and we aim to help each one reach their full potential. Effort and perseverance are essential in achieving this.
- **Team Player** – Supporting the success of their classmates and the WSPA community shows dedication beyond individual goals.
- **Positive Thinking** – Challenges are part of growth. Viewing them as opportunities, not setbacks, will help your child stay motivated and positive.
- **Having Fun** – Dance should be joyful! Enjoying the process naturally encourages commitment, hard work, teamwork, and positivity.

We are excited to be a part of your child's dance and theater education. Beyond technical training, they'll gain a deep understanding and appreciation of their art forms, while building lasting relationships with teachers, peers, and classmates. Most importantly, they will develop life skills and create memories that will stay with them for years to come.

As your School Director, I encourage you to read through our handbook to fully understand our policies and yearly milestones. The success of each child depends on the combined efforts of the student, their family, and our school. Together, we can achieve the goals we've set for your child's development and success.

Sharing my love for dance with you always,

*Malu Rivera-Peoples
School Director*

Goals and Objectives

- To provide a high standard of training to every student.
- To develop physical and mental discipline through hard work, dedication, and perseverance, and to instill a respect and love for dance and the performing arts.
- To build the confidence and self-esteem of each student.
- To provide an avenue and assist in guiding young talents aspiring to become performing artists.
- To provide a learning experience in professional theater through performances and participation in professional-quality productions.
- To build and strengthen the bonds of the WSPA community, as it provides support and friendships for all students, families, faculty, and staff.

WSPA Programs

Our programs are designed to meet the diverse needs, talents, and abilities of each student, whether they are pursuing recreational interests or professional aspirations.

General School

The General School offers a wide range of classes for children who want to take dance for exercise, coordination, discipline and fun. In this program, the student will achieve an understanding and appreciation of the art form. The intensity of training is low with students meeting only for an hour once or twice a week. Students train for the exercise and the joy of performing but not for a professional career. Students prepare for the annual recital showing the routine they learned in class. Classes are grouped by age and skill level.

Performance Program

The Performance Program is patterned after a young performing company. The youngest students train as the junior members and they advance into junior apprentice, apprentice and company status. They represent the school at competitions and dance festivals, nationally and internationally. The training intensity is high and excellent attendance with a strong commitment is required to remain in the program. Students enroll for a set number of hours for technique and rehearsal classes. The number of classes per week varies and is dependent on their level or status. Placement in the program is by audition.

Pre-Professional Ballet Division

The Pre-Professional Ballet Division prepares students for a professional future in ballet. Acceptance to this program is by audition. Students must be at least age 9 with 2 years of experience and show a readiness with an open mind for the division's intense training. The program accepts students possessing physical attributes that are generally considered requisite for professional accomplishments in classical ballet. The students are accepted on a trial basis throughout the year and are evaluated by technical development, talent, and artistic merit. Students have the opportunity but are not required to compete as soloists in prestigious ballet competitions in the world. Students training in the Professional Ballet Division automatically become members of the Performance Program.

Pre-Professional Contemporary Division

The Pre-Professional Contemporary Division will prepare dancers interested in pursuing contemporary dance professionally. To invest in their next steps through education and research within the field. To diversify their skill sets in all genres of contemporary dance.

Performance Program Class Requirements by Department

Jr. and Sr. Pre-Professional Ballet Division Class Requirements:

Daily 2 to 2.5 hour technique classes –5 days a week

At least three hours or more of rehearsals

Ballet Performance Program Requirements:

Junior 1 Level - (age 5-7) 1 hour Primary 1 technique 1x-a-week & 1 hour routine 1x-a-week

Junior 2 Level - (age 6-8) 1 hour Primary 1 technique 1x-a-week & 1 hour routine 1x-a-week

Junior 3 Level - (age 7-9) 1.25 hours Primary 2 technique 2x-a-week & 1 hour routine 1x-a-week

Junior 4 Level - (age 7-9) 1.25 hours Primary 2 technique 2x-a-week & 1 hour routine 1x-a-week

Jr. Apprentice Level – (age 10-12) 1.5 hours Tech 1 class 4x-a-week, 1.5 hour pointe 1x-a-week, 1.5 hour routine 1x-a-week

Apprentice Level - (age 12+) - 1.5 hours Tech 2 class 4x-a-week, 1.5 hour pointe 1x-a-week, 1.5 hour routine 1x-a-week

Company Level – (age 12+) - 1.5 hours Tech 2 class 4x-a-week, 1 hour pointe 1x-a-week, 1.5 hour routine 1x-a-week

Tap Pre-Professional/Competitive Program Requirements listed below by level

Tap 1 Ages 7-11:

- (1) 1.5-hr tap technique & choreography class
- (2) 1-hr ballet technique classes
- (1) 1-hr elective (i.e. hip hop) encouraged*

Tap 2 Ages 10-13:

- (1) 1-hr tap technique class
- (1) 1-hr group choreography class
- (1) 45-min music theory & improvisation class
- (2) 1-hr ballet technique classes per week
- (1) 1-hr elective (i.e. hip hop) encouraged*

Tap 3 Ages 13-18:

- (1) 1-hr tap technique class
- (1) 1-hr group choreography class
- (1) 45-min music theory & improvisation class
- (2) 1-hr ballet technique classes per week
- (1) 1-hr elective (i.e. hip hop) encouraged*

Tap 4 Ages 15+:

- (1) 1-hr tap technique class
- (1) 1-hr group choreography class
- (1) 45-min music theory & improvisation class
- (2) 1-hr ballet technique classes per week OR
- (1) 1-hr ballet technique & (1) 1-hr jazz technique class
- (1) 1-hr elective (i.e. hip hop) recommended*

Tap Performance Program (Production-Only) Requirements listed below by level

Tap 1 Ages 7-11:

- (1) 1.5-hr tap technique & choreography class
- (1) 1-hr dance technique class

Tap 2 Ages 10-13:

- (1) 1-hr tap technique class
- (1) 1-hr group choreography class
- (1) 45-min music theory & improvisation class
- (1) 1-hr dance technique class

Tap 3 Ages 13-18:

- (1) 1-hr tap technique class
- (1) 1-hr group choreography class
- (1) 45-min music theory & improvisation class
- (1) 1-hr dance technique class

Tap 4 Ages 15-18:

- (1) 1-hr tap technique class
- (1) 1-hr group choreography class
- (1) 45-min music theory & improvisation class
- (1) 1-hr dance technique class

Required tap shoes listed below:

[Nude Slip-On Youth Tap Shoe](#)

- General School Beginning Tap

[Black Bloch "Respect" Lace-Up Tap Shoes](#)

- General School Advanced-Beginning Tap
- General School Intermediate Tap
- General School Advanced Tap
- Tap 1
- Tap 2

[White Jason Samuel Smith Pre-Professional Tap Shoe](#)

- Tap 3
- Tap 4

Note on custom tap shoes

Tap shoes are an instrument and there are tons of excellent options for great shoes. I can help navigate the fancy & expensive tap shoe world for those interested, however before buying any other style tap shoe than the above listed styles for your dancer, come to me for approval. There are some styles that take a certain amount of ankle and lower leg strength to manipulate. It's important your dancer be strong enough for some styles, or they will impede their technical growth. - LoRee Kenagy (Director, Tap Program)

Polynesian Performance Program Class Requirements:

Miri (Junior) – 1.5 hour class; meets once a week

Fara (Jr. Apprentice) –1.5 hour class; meets once a week

Tiare (Apprentice) –2 hour class; meets once a week

Kahaia (Company) – 2 hour class; meets once a week

Ori Workout – 1 hour Tahitian Workshop - available to all levels

Pre-Professional Contemporary Division Class Requirements:

3 ballet classes weekly; Contemporary technique with routine class; Improvisation; 1 additional Contemporary technique class and 1 additional contemporary routine class; with additional 2-hour Contemporary Workshops & facilitated rehearsals for student choreography

Modern/Contemporary Performance Program - age 7+

1.5 to 2 hours of contemporary tech/routine; 3 ballet classes weekly

Jazz Performance Program –

Junior - 1.5 hour Jazz Technique/Routine; 1 Ballet Technique and 1 Ballet Routine

Jr. Apprentice, Apprentice, Company - 1.5 hour Jazz Technique/Routine; 3 Ballet Technique classes weekly

Hip Hop Advanced Program - 9+

Preteen Level - 1.5 hour rehearsal; meets once a week

Teen Level - 2 hour rehearsal; meets once a week

Hip Hop Performance Program - age 9+

Mini Level - 2 hour rehearsal; meets once a week

Junior Level - 1.5 hour training rehearsal & 1.5 hour routine rehearsal; meets 2x a week

Jr. Apprentice Level - 2 hour training rehearsal & 2 hour routine rehearsal; meets 2x week

APT Level - 2.5 hour rehearsals & 3 hour rehearsal; meets 2x a week

Training Ground Level - 4 hour rehearsal; meets once a week

Company Level - 2 hour rehearsal & 4 hour rehearsal; meets 2x a week

MTC (Musical Theatre Performance Program) - ages 5+

All Levels – 1 hour voice/acting/movement, 1 hour tap, 1 hour ballet plus 2 hours of rehearsals for the musical production and/or special performances, private voice training required for upper level members who fulfill all prerequisites.

For All Departments

Solo Competition - dancers will need to fulfill all prerequisites for their respective departments as described above. They will not be allowed to compete if they do not fulfill all the requirements of their department, miss class or do not show ample commitment to their training and the respective department.

Private & Semi-Private Policy - All the students who are taking private or semi-private classes must adhere to the policies written out in the [Private & Semi-Private Policy](#).

Performance Program Company Names Per Department

Westlake Ballet – Ballet Performance Program
CTP - Contemporary Training Program
WSPA.Tap - Tap Performance Program
Te Ōrama – Polynesian (competitions and performance group)
The Company – Hip Hop (adult competition team)
APT - Hip Hop (teen competition team)
Training Ground Hip Hop (adult exhibition team)
MTC – Musical Theatre (competition and performance group)

Age of the Members:

Junior Level - age group 5 +
Jr. Apprentice Level - age group 9 +
Apprentice Level - age group 12 +
Company Level - age group 13+

Annual Performance Season:

Season's Opening Fundraiser - an Artists in Motion Bay Area Fundraiser to kick-off the new season and unveil the season's calendar
The Nutcracker – A full length ballet production presented by the Westlake Ballet in mid-December, co-sponsored by Artists in Motion Bay Area
Holiday Show – A musical revue featuring WSPA's general school students in December
Musical Production – A Broadway musical featuring MTC in the Spring, co-sponsored by Artists in Motion Bay Area
Good Times – An annual Hip Hop Showcase hosted by The Company in early Spring
Luau/Ho'ike – A fundraising event showcasing Te Orama, co-sponsored by Artists in Motion Bay Area
Anniversary Gala – A culminating showcase of the Performance Program's top-tier students. co-sponsored by Artists in Motion Bay Area
Annual Recital Showcase - The end of the year culminating performances of both the performance program and general school students.
Summer Travel – National and international performance opportunities for the upper levels of our Performance Program which usually take place in the summer

WSPA School Policies

I. Class Attendance & Etiquette

All classes are conducted in closed studios for the benefit of the students. Parents and guardians are allowed to stay in the courtyard to watch students through the glass windows. Classes will be open for observation during the designated Observation Weeks (see calendar on the back for dates).

A. Students are required to be on time and attend all the scheduled classes. The teacher will be taking attendance in class and a permanent record of attendance will be kept in the office.

B. Parents and guardians are required to notify the school office if their child is sick or if there is an unavoidable circumstance that stops the student from attending. Absences due to illness can be made-up in another class of the same style and ability level. If such a class is not available, the student may attend a class that is not of their level with an accompanying permit from the teacher. The school is not obliged to secure a make-up class for the student.

C. Students are expected to attend every scheduled class and rehearsal. Along with that, diligence and punctuality is expected from every student. Three unexcused absences may result in dismissal from the program. In the case that a student is absent, they may be excused for the following reasons: illnesses, homework (students are allowed to have 3 absences throughout the year for homework) or pre-arranged family vacations, special occasions, or organized scholastic programs (sports, confirmations, plays, etc.). Students must submit these dates to the office no later than a month before their expected absence.

Note: Students cannot be absent during the three-month preparation period before any production, or competition. Teachers and directors have the right to remove any student who fails to attend all the classes and rehearsals during this period. The school has no obligation to refund parents or guardians for the expenses incurred.

D. Students are required to dress appropriately for their classes. Please check section [“IV. Dress Code”](#) to see what your child’s class attire is for each of their classes, according to each department. Dance warm ups are allowed for the beginning portion of class. Acceptable attire includes appropriate clothing with no offensive or vulgar pictures and/or offensive words displayed.

E. Parents, guardians, and students are expected to observe class etiquette, as well as be polite, cooperative, and respectful towards WSPA faculty, staff, and fellow students. The school reserves the right to ask anyone not adhering to these standards to leave the premises. These actions may also result in expulsion from the school.

II. Attendance of Special Activities leading to a Performance

A. Technical Rehearsals - In preparation for shows and other performance opportunities, students are expected to attend all scheduled technical rehearsals at WSPA and/or at the location where performances are to be held. These are very important rehearsals to get everything ready for the students' time on stage. Failure to attend these rehearsals without previous notice to the office can result in the removal of your child from the performance.

B. Picture Days – Students are asked to attend all scheduled photoshoots. Within these photoshoots students will take a headshot or class photo to be used for WSPA's annual yearbook. Any students who fail to attend these photoshoots will not be included in the yearbook. Photoshoot for each class will be scheduled during the students regular class time. Please be advised that due to the busy schedule of picture days, classes may or may not have time to continue with their normal training during these times. A make-up class will not be scheduled in lieu of any training or class time missed due to a photoshoot.

C. Pre-Competition Rehearsal, Competition and Performance – Students are expected to show up at the pre-competition rehearsal, competition and performance at their designated call time. Students and their parents or guardians will be informed by the office of these call times in advance. Parents and guardians should contact the office ASAP if students cannot make it to the designated call time. Failure to make a call time without previous notice to the office can result in the removal of your child from the competition or performance. In the case of competitions, students are expected to stay for awards in support of the school.

III. Expenses for the Year

A. In addition to tuition, parents and guardians are responsible for the costs associated with their child's participation in performances. For those in the Performance Program, this also includes expenses related to competitions, conventions, master classes, workshops, and events specific to your child's department. Below is a list of general expenses to be aware of. Please note that this is not an exhaustive list.

1. **Class Attire** - please see (IV. Dress Code) for your class attire
2. **Costumes** - \$60 to \$150 each (purchased yourself, custom-made, catalog order)
 - a. A \$50 Down payment (per costume) is due on November 1
2. **Tickets** - ticket prices vary depending on the show
3. **Yearbook** - \$35.00 (Mandatory fee due upon registration)
4. **Competition, Convention, & Workshop Fees** - prices vary, depending on the organization
 - a. Hotel stay and/or airfare may be necessary when events are far away
 - b. Parents of competing students will be responsible for the travel expenses and professional fees incurred when accompanied by a WSPA faculty member
 - c. If a student withdraws from a competition, fees will only be refunded if the competition organization refunds WSPA. Refunds are subject to the policies of each

competition, and WSPA cannot provide a refund if the organization does not reimburse us.

5. **Photo and Video Orders** - these are optional
6. **Nutcracker** - a \$100 participation fee payable to WSPA
7. **Te Ōrama Luau** - A \$50 participation fee payable to WSPA
8. **MTC Production** - A \$50 participation fee payable to WSPA
9. **Tap Showcase** - A \$50 participation fee payable to WSPA
10. **Competing Soloists** - An annual \$50 registration fee payable to WSPA
11. **Private classes** - \$50 registration fee

IV. Student Dress Code for All Dance Classes

A. All students are required to follow the dress code that pertains to their department and classes. This dress code gives our students a disciplined and professional appearance, and it ensures that students are dressed functionally and ready for class. It also aids our teachers in seeing the body structure and technique of their students. Any student who is not in the proper dress code may be asked to leave class.

Ballet Department

1. Ballet n' Tap - Combo Class

Girls: Pink tights, pink leotard and pink skirt, pink ballet shoes, and white tap shoes

Boys: Black tights, white t-shirt, black ballet shoes, and black tap shoes

Items to be purchased from the office.

2. Pre Ballet

Girls: Pink tights, pink leotard and pink skirt, and pink ballet shoes

Boys: Black tights, white t-shirt, and black ballet shoes

Items to be purchased from the office.

3. General School, Performance Program, and Pre-Professional Ballet

We have an updated Dress Code for all the ballet students. Our ballet students are such fashionistas in class! We are excited to announce our partnership with Sodanca, a leading name in the dance apparel industry. You can find your child's level and the designated dress code in the link. You have six months to wear out your current leotards before we transition everyone to this season's new dress code. For those who can't wait to fashion their new leotards, feel free to give it a go! [Start shopping!](#)

Ballet Hair & Accessories: Hair should be pulled away from the face and worn in a classical bun if long enough. Leg warmers and t-shirts are not permitted during technique classes but may be worn during

pre-barre, rehearsals, or in between classes. Students are not allowed to wear any type of jewelry in class except for simple stud earrings.

Tap Department

General School & Performance Program (Tap 1-4)

Tap Shoes:

Beg Tap & Performance Program Tap 1: [Slip-on Black Tap Shoes](#)

Adv Beg/Int Tap: [Black Bloch “Respect” Lace-Up Tap Shoes](#)

Performance Program Tap 2: [Black Bloch “Respect” Lace-Up Tap Shoes](#)

Performance Program Tap 3 & 4: [Black J-Sams](#)

Students who prefer a higher quality shoe: Ms. LoRee can provide options.

Attire:

Athleisure attire is acceptable. Students may also wear any Westlake, WSPA Tap, or TapIN Program-specific gear. They may also wear concert or band t-shirts or tank tops that reflect their personal music tastes. No jeans or revealing attire permitted.

When you're cold: Tight long-sleeved shirts may be worn while dancers warm up. No jackets or coats permitted.

Hair:

Hair must be tied back and out of your face. Cleanly secure hair before class. Should you arrive without your hair secured, you will be sent to the office to do your hair before you can enter the classroom.

Standard Hair Style for Most Engagements: Low-slick ponytail, with middle part.

Jazz Department

Girls: black leotard, black jazz capris pants, tan “slip on” jazz shoes. (Students coming from a ballet class, may wear their ballet leotard)

Boys: black fitted shirt, black dance/jazz pants, tan “slip on” jazz shoes.

Hip Hop Department

Students may wear athleisure attire that they are comfortable dancing in. Examples for tops are T-shirts, long sleeves, and sweatshirts. Examples for bottoms are sweatpants, windbreakers, leggings,

or shorts. Students should not wear clothing that restricts their ability to stretch and dance. Examples for shoes are comfortable sneakers. Hard bottomed shoes/boots or sandals/crocs are not allowed.

Musical Theatre Department

Juniors

Clothing:

- Option 1: Black tights, black leotard they may wear any MTC shirt or team jacket.
- Option 2: Black jazz pants, black fitted dance shirt

Shoes:

- Jazz “gore” boot
- Tap shoes-for tap class (see Tap Department requirements)
- “Show Shoe” depends on what dance form they are rehearsing for.

Hair/Jewelry:

- Tied back out of face completely off the face and forehead tied in the back -NO HAIR DOWN.
- No Jewelry or distracting bracelets or fancy hair bows/headbands are allowed.

Seniors

Clothing:

- Option 1: Black tights, black leotard they may wear any MTC shirt or team jacket.
- Option 2: Black jazz pants, black fitted dance shirt

Shoes:

- Jazz “gore” boot
- Tap shoes (see Tap Department requirements)
- “Show Shoe” depends on what dance form they are rehearsing for.

Hair/Jewelry:

- Tied back out of face completely off the face and forehead tied in the back NO HAIR DOWN.
- No Jewelry or distracting bracelets or fancy hair bows/headbands are allowed.

Pre-Professional

Clothing:

- Option 1: Black tights, black leotard they may wear any MTC shirt or team jacket.
- Option 2: Black jazz pants, black fitted dance shirt
- Rehearsal Skirt

Shoes:

- Jazz “gore” boot
- Tap shoes (see Tap Department requirements)
- Character Shoes
- “Show Shoe” depends on what dance form they are rehearsing for.

Hair/Jewelry:

- Tied back out of face completely off the face and forehead tied in the back NO HAIR DOWN.
- No Jewelry or distracting bracelets or fancy hair bows/headbands are allowed.

Polynesian Department

Te Orama t-shirt or tank top (order from the office) with a pareu for Ori (Tahitian) and a Pa'u skirt for Hula. Black biker shorts or leggings can be worn under. No jeans or loose clothing should be worn. Hair should be neatly tied back.

Pareu Colors:

Mikimiki - Pink

Tiare – Teal

Kahaia – Navy Blue

Fara – Orange

Miri – Yellow

Adults – Any color Pareu

Pau Colors:

Solid colors preferred

Tamaroa/Tane (Boys/Men):

Any athleisure attire that they are comfortable dancing in. Example: T-shirts and sweatpants or shorts. Students should not wear clothing that restricts their ability to stretch and dance.

V. Registration Fee

A one time registration fee is charged upon registration for the year. Registration fee is based on the student's highest attained level.

A. **All General School Students** - \$40.00

B. **All Performance Programs**

a. Juniors - \$50

b. Jr. Apprentice - \$75

c. Apprentice and Company - \$100

C. **All Pre-Professional Ballet & Contemporary Division Students** - \$150

A one time yearbook fee of \$35 per family is also charged upon registration for the year. See [Section X1. Yearbook/Brochure](#) for more info about the yearbook.

VI. Tuition

To ensure the highest quality of instruction, and provide continuity in meeting the goals and objectives of the school, WSPA students are expected to pay monthly tuition for their classes. Each month's tuition is due by the 10th of the month. You can pay tuition online via the parent portal.

If you prefer to pay tuition in person, you are welcome to visit us in the office to pay by cash, check, or credit card anytime before the 10th of each month. Upon registration we require a credit card or ACH information on file; you are required to enter either credit card information or ACH information through the online parent portal. On the 10th of each month, any outstanding tuition will be automatically charged to the credit card/ACH info on file. A Non-refundable \$10 late fee will be charged to all tuition not paid by the 10th of the month. Returned checks will be charged an additional \$25.00. We do not mail bills/statements via snail mail. Your records are available in our office and through your parent portal. **Tuition is non refundable.**

VII. Tuition Policies

A. School Year - Year round training

Performance Program students are expected to train year-round. The full dance season is a 10-month program starting in August and ending in early June, followed by the summer intensives in June and July.

General School students are not required to train year-round, but continuing their training during the summer is highly recommended for faster advancement.

New beginner classes are introduced three times a year:

- In January, for a 5-month program running from January to May.
- In March, for a 12-week introductory course starting in March.
- In June, for a twice-a-week class for 4 weeks

Students enrolled in the 10-month or 5-month programs are automatically included in the year-end recital in June.

B. Tuition Commitment

Honoring the financial commitment is crucial for the school to maintain its operations and continue providing quality education and services to all students. Once a student is registered, their space in the class is reserved for the entire duration of the program. If a student enrolled in the

10-month program decides to withdraw in March, April, or May, the parent remains responsible for paying tuition for the remaining three months.

The annual registration fee will be waived for parents who opt to pay the 10-month tuition in FULL. Parents can also opt to pay in monthly installments. The 5-month program, the 12-week introductory course and the Summer twice-a-week classes must be paid in FULL. The summer camps and intensives will follow a different payment plan.

C. No refunds

Parents or guardians will not be given a refund for classes missed. To officially drop a student from class, the office must receive a formal notice via email. Parents or guardians will be billed for the full month's installment for the month in which the drop occurs. As stated in the tuition commitment in VII Tuition Policy, Item B above, "If a student enrolled in the 10-month program decides to withdraw in March, April, or May, the parent remains responsible for paying tuition for the remaining three months."

Refunds will not be issued for yearbook purchases or costume fees incurred prior to the official notification of the drop.

ces. Due to the paramount concern for the safety and well-being of our students, there may be instances where classes have to be canceled as a result of natural causes or unforeseen events. In such cases, it is important to note that refunds for these canceled classes will not be provided. While we understand the inconvenience caused, the decision to prioritize the safety of our students necessitates these measures. We remain committed to offering alternative educational resources and opportunities to ensure that learning can continue despite the circumstance

D. Make-Up Classes

Make-up classes for a class missed due to illness may be taken in a class suggested by your teacher. Make-up classes must be taken during the first month of attendance upon the student's return from absence. Make-ups will not be given for missed classes due to vacations.

E. Tuition Rates for 2025-2026 School Year

Monthly installments are based off of the full program's tuition and are NOT dependent on the number of classes in a month. **The first month installment is due no later than August 10.**

No. of Hours per Week	Full Tuition	Monthly Installments	No. of Hours per Week
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1 hour	910	91	1 hour
1.25	1130	113	1.25
1.5 hours	1370	137	1.5 hours
1.75	1590	159	1.75
2 hours	1760	176	2 hours
2.25	1980	198	2.25
2.5 Hours	2190	219	2.5 Hours
2.75	2400	240	2.75
3 Hours	2550	255	3 Hours
3.25	2760	276	3.25
3.5 hours	2970	297	3.5 hours
3.75	3150	315	3.75
4.0 hours	3300	330	4.0 hours
4.25	3500	350	4.25
4.5 hours	3690	369	4.5 hours
4.75	3880	388	4.75
5 hours	4010	401	5 hours
5.25	4190	419	5.25
5.5 hours	4380	438	5.5 hours

(Inquire in the office for programs exceeding 6 hours of training a week.)

TUITION BREAK FOR STUDENTS AGE 15 and UP

We have incredible students excelling in various dance genres, and their tuition costs can quickly become exorbitant. To continue supporting them, we are capping the student tuition at \$1,050.00/month. Students must be 15 years old by September 2025 to qualify.

Miscellaneous Fees for 2025-2026 School Year

Competing Soloists - An annual \$50 administration fee payable to WSPA

Recital Fee to Perform a Solo - \$50

Audition Class or Drop-in Class: \$25.00 per hour; Professional Division Class - \$50 per class

Catch me-up private Class (1/2 hour): \$50.00-\$60.00 per class (varies per teacher)

Private coaching for competition: Coaching fee varies per teacher

F. Prorating Classes

Prorating is only applied to new students enrolling in the middle of a month. Classes missed due to extended vacations or illness will not be prorated.

G. Non-Payment of Tuition

WSPA at its discretion may dismiss any student if his/her tuition is not paid by the last day of the month that it is due. No student will be allowed to participate in our year-end recital or rehearsal if his or her tuition is overdue.

VIII. Holidays

WSPA observes the following holidays:

Labor Day Weekend - August 29 - September 1

Halloween - October 31

Fall Break - November 27, 28 and 29

Holiday Break - December 22 to January 4

Martin Luther King Jr. Day - January 19

Spring Break - April 2 - April 8

Memorial Day Weekend - May 22 - May 25

WSPA does not observe most National Holidays that fall on a Monday. Make sure to check with the office to see which National Holidays are observed.

IX. Class Observation

To gain a better understanding of your child's class and what they are learning, parents and guardians are allowed to enter the studio and observe classes during designated observation days. These observation days appear on the Calendar of Events on our website. Please note that any changes to these dates will be announced by the office.

X. Year-end Recital - SAVE the DATE - June 1-7, 2026

We will celebrate our students' dance journey in several Recital Shows. We do not charge a recital fee for students to participate. However, all audience members will need to purchase tickets to watch the shows. Dates for technical rehearsals at the theater will be posted in the beginning of May. These technical rehearsals are in lieu of classes during the week leading up to our Recital Showcase.

XI. Yearbook/Brochure

Get ready to capture and cherish your dance memories with our annual yearbook! Each family will purchase a yearbook for just \$35.00, with the option to buy additional copies at the same price. During our yearbook picture week, you can also order your child's class photo, schedule solo photo sessions, or take pictures with siblings and friends. For details on purchasing these photos, please check with the office.

Starting the first week of April, families can place orders for personal ads in the yearbook to celebrate their dancer's achievements. Pricing information for ads will be sent out in early spring. Don't miss this wonderful opportunity to create lasting memories and celebrate your child's journey with us!

XII. Calendar of the Year

The Calendar of the Year will be available at wspadance.com

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wspadance.com contact@wspadance.com