

# KCPA PARENT PACKET

## GENERAL INFORMATION AND SIGNED DOCUMENTS



## **POLICIES**

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### **GENERAL POLICIES**

- KCPA follows the Kearsarge Regional School District school calendar for holidays and vacations as well as their snow days and after school activities cancellations.
  - In case of inclement weather, check for class cancellation via the website ([www.nhperformingarts.org](http://www.nhperformingarts.org)) after 2:00 pm for cancellation information.
  - If Kearsarge Regional School District has a snow or remote learning day or cancels after school activities due to weather, KCPA classes will also be canceled.
  - Snow days or after school closings can be made up by attending other classes.
- Students should arrive at least five (5) minutes before class time and must be picked up immediately following class dismissal.
  - If someone other than a parent will be picking up your student, please inform the instructor.
- Please label all clothing, shoes, dance bags and water bottles.
- Please make sure your child has a water bottle.
- Students advance levels due to their technical abilities not by age or school grade.
- KCPA will not be held liable in case of injury on the premises or due to dance instruction.
- Students are encouraged to participate in both The Winter & Spring Shows

### **STUDENT AND PARENT SOCIAL MEDIA GUIDELINES**

- Please use common sense and discretion when posting on social media.
- Never post anything that could compromise the self-esteem of students who attend KCPA.
- Never post any negative comments about KCPA, our instructors, directors, performances, or any events attended.
- If you post videos of class or rehearsals, do not post any choreography in its entirety as that would violate copyright laws.

### **PAYMENTS AND DISCOUNTS**

- Classes for the full year may be separated into ten (10) monthly sessions for payment purposes.
- Payment is due by the first (1<sup>st</sup>) of each month.
- If you pay for the full ten (10) month period by the beginning of the first month you will receive a 10% discount on your total amount.
- Payments should be made online in the parent portal.
- Late payments will incur a \$10.00 late fee.
- You are required to pay full tuition regardless of classes missed (this includes, but is not limited to classes missed due to inclement weather, illness, or Winter Activities).
- Costumes will be billed separately and will not be distributed until they are paid in full.

## DRESS CODE

### Hair for All Classes:

- All Students need to come to class with their hair out of their face.
  - Bangs may be pinned back or to the side.
  - Students with short hair need to pin or clip it close to the head.
- Ballet and Acro Students need to come to class with their hair in a bun.

### Ballet Students:

- Black Leotard
- Pink (or skin tone) Tights
- Optional: Sheer Black or Pink Skirt (length above the knee)
- Adult Ballet students may wear dance pants
- Ballet Shoes and/or Pointe Shoes (pink or color to match skin tone tights)
- BOYS - White Shirt or KCPA Shirt, Black Leggings and Black Ballet Shoes

### Modern & Contemporary Students:

- Black Leotard
- Pink (or skin tone) Tights
- Optional: Black leggings
- Barefoot
- BOYS - White Shirt or KCPA Shirt, Black Leggings and Black Ballet Shoes

### Tap, Hip Hop & Jazz Students:

- Black Leotard
- Pink, Skin Tone or Black Tights
- Appropriate Black Shoes: Tap, Hip Hop or Jazz
- Optional Sheer Black or Pink Skirt, solid Black Shorts or Leggings
- BOYS - White Shirt or KCPA Shirt, Black Pants and Black Shoes

### Acro Students:

- Black Leotard or Biketard
- Optional: Solid Black Shorts or Leggings
- Barefoot

### Boys Class Students:

- White Shirt or KCPA Shirt
- Black leggings
- Black Ballet Shoes

### Acting and Musical Theatre:

- Comfortable clothing you can move in

### “Fun for Minis” Students:

- Barefoot or "gripper" socks

## AGREEMENTS AND RELEASES:

### Hold Harmless Agreement:

I realize that myself or my child will be participating in a physical activity, and as such, I also realize there is an element of risk involved. I do not hold Kearsarge Conservatory of the Performing Arts, any director, assistant director, instructor, stage manager, assistant stage manager, monitor, or any other approved volunteer responsible for any injury that may occur during the course of my or my child's instruction. I also hold the facilities harmless for any accident or illness that may occur while attending classes, participating in performances or rehearsals or traveling to, at, or from events associated with my KCPA activities.

- In the event of an accident or illness that may leave me incapacitated, please contact the emergency contacts specified on the "Student Contact Information Sheet".
- In the event the person(s) indicated below cannot be contacted, I hereby authorize my instructor or director to take any reasonable steps necessary on my behalf. In such an event, I further agree that the cost of such medical services shall be borne exclusively by myself.

### Medical Release:

I realize myself or my child will be participating in a physical activity, and as such, I realize there is an element of risk involved. In the event of an accident or illness to my child, I should be notified immediately. In the event I cannot be contacted please contact one of the designated emergency contacts. In the event that neither of us can be contacted, I hereby authorize the staff of Kearsarge Conservatory of The Performing Arts or Angela Tarleton to take any steps deemed necessary to seek reasonable medical attention. In such an event, I further agree that the cost of such medical services shall be borne exclusively by myself.

### Photo, DVD and Video Release:

I realize myself or my child will be participating in a group activity, and as such, I realize there may be times when Photos, Digital Videos for DVDs or Videos may be taken during classes, performances or parties authorized by Kearsarge Conservatory of The Performing Arts. I authorize Kearsarge Conservatory of the Performing Arts to use the images of myself or child, for advertising in the form of posters, flyers, newspaper, magazine ads or on the website for Kearsarge Conservatory of The Performing Arts.

### Auto Pay Agreement:

I, \_\_\_\_\_, authorize ***Kearsarge Conservatory of the Performing Arts*** to charge my credit card on file for agreed upon purchases. I understand that my information will be saved to file for future transactions on my account.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

# KCPA REGISTRATION AGREEMENT

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**STUDENT NAME:** \_\_\_\_\_

Thank you very much for your interest in taking classes through KCPA. It is our goal to maintain a personal yet professional approach to instruction in the arts. We want you to know that we are also committed to providing a healthy and safe environment where our students can enjoy themselves while learning.

I acknowledge that I have read, understand and agree to abide by, and am bound by, all of the policies, agreements and releases relating to KCPA. I also agree to adhere to the dress code and to all payment terms as defined above, and agree to be liable for all charges due to KCPA.

Parent Name: \_\_\_\_\_  
(Please Print)

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

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_  
(Please Print)

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

Date: \_\_\_\_\_

# STUDENT CONTACT INFORMATION

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**Student Name** \_\_\_\_\_  
*(Please Print)*

**Parent Name** \_\_\_\_\_  
*(Please Print)*

Address \_\_\_\_\_

Email \_\_\_\_\_

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

Cell Phone \_\_\_\_\_

**Emergency Contact 1** \_\_\_\_\_  
*(Please Print)*

Email \_\_\_\_\_

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

Cell Phone \_\_\_\_\_

**Emergency Contact 2** \_\_\_\_\_  
*(Please Print)*

Email \_\_\_\_\_

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

Cell Phone \_\_\_\_\_