

# Bellydance with Nicola

## Class Policies & Guidelines

### PLEASE READ BEFORE ATTENDING CLASS.

Policies and Guidelines are based on those of many dance studios and organizations, and help to ensure a positive, productive learning community for each and every class.

While class policies help to make expectations clear and understood.

### Registration & Payments:

- Please refer to a specific class listings for sessional fees, studio locations, times, dates, deadlines, etc.
- Download the registration form and mail/drop it off to Nicola. Your registration is complete once the form is complete (both sides), signed, and payment has been made.
- Printing your own forms saves paper and keeps class costs in check.
- All classes run on minimums and maximums. If registrations are not received by the deadlines, you may find the class you wanted has been cancelled or is full.
- Registrations are processed as first-come, first-served --you may be put on a waiting list pending final numbers. Current students are given advance access to registration.
- No phone-in registrations are accepted.
- No forms are processed without payment.
- Payment options: e-transfer, Paypal, money order, cheque, cash.
- There are no refunds. Students who experience a life crisis/event should make every effort to do make up classes later in session, or, should contact Nicola regarding other options.
- Please read all class descriptions prior to registering. Any questions regarding content should be direct to me, not studio staff. If you sign up for a class and didn't pay attention to the type, level, or mandate, your unhappiness is your responsibility.
- If sessions are cancelled, refunds are issued for your classes not yet taught. Cash payments must be picked up in person; your form and any uncashed cheques will be shredded. Paypal and e-transfer payments will be reversed—Nicola is not responsible for transaction fees.
- NSF charge is \$35 for your bounced cheques.

### Attendance:

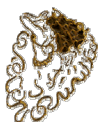
- Your mindful presence and willing participation increases your ability to learn, understand, and retain.
- Your absence impacts the rest of the class--many of our games, exercises, projects, and most importantly, choreography require partners and groups. We do notice when you miss class!
- If you miss several classes in a row, please get to class as soon as possible. The sooner you get back, the sooner you can catch up. It's never "too late" .

Phone: 204. 957. 7520

Email: [nicolaraks@mts.net](mailto:nicolaraks@mts.net)

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[www.nicola-bellydance.com](http://www.nicola-bellydance.com)



Last updated: 2017

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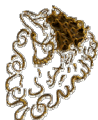
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- Attend another class at another time slot to make up for missed classes. Although no class is ever fully duplicated or repeated, you' re encouraged to make up for lost time on a class-for-class basis. Please arrange to attend to closest level to your own. The onus is on the you to arrange for these make up times, and should notify Nicola in advance, in person or by phone, that you will be attending. You have until the end of the next (proceeding) session to do so or the time is forfeited.
- THERE ARE NO REFUNDS FOR MISSED CLASSES.
- Classes cancelled by me (due to illness, bad weather, travel, training, etc) may be rescheduled or credited at my description. If you cannot attend, you are invited to do a make-up class that suits your schedule.

### Etiquette & Conduct:

- Please arrive properly dressed, and with your supplies: stretch dance/yoga pants, tank or short sleeve fitted top, overtop for warmth, bare feet or dance shoes, finger cymbals (Saroyan, Turquoise or Zildjian brand), hip scarf or shawl; see course outlines for additional required supplies in Levels 2+. Yoga mat or towel optional.
- It is expected that all class members at all levels will conduct themselves with respect, courtesy and collegiality. Friendly and respectful is what we all want.
- ALL cell phones, pagers and electronic devices should be turned off or put on vibrate ONLY if students are on-call or expecting emergency calls. Please take any such calls OUTSIDE of the studio space, so as not to disrupt the class.
- Fun is always encouraged, however, please refrain from talking unrelated to the task-at-hand. It is distracting and disrespectful to your class mates.
- Class time is not for you to update your social media feed, film each other, or practice your dances you' re working on. The studio may be booked and paid for by your for personal projects.
- Positive language is encouraged, toward yourself and others.
- Questions are always welcome. BUT, if you missed the content due to class absence, you may need to do a make-up class or a private lesson.
- Please give yourself personal space if attending with friends or family members.
- Keep off mirrors, walls, and barres. Keep your body and brain primed to dance and help care for studio infrastructure. Do not sit down unless you physically require the rest e.g. leg, foot, back pain.
- Arrive with enough time to change and prepare for class so that we may start in a timely, focussed manner.
- If arriving late, enter quietly and join in class as discretely as possible, AFTER warming up.
- NO GUM, CANDIES, or FOOD IN CLASS. WATER BOTTLES (WITH CLOSURE) ONLY.
- NO PERFUME OR OTHER SCENTED PRODUCTS. Nicola and many of her students have life-threatening allergies/sensitivities to perfume.
- NO SMOKING at or near class entrances; smokers should not smoke within 30 minutes of class. SMOKING IS STRONGLY DISCOURAGED.

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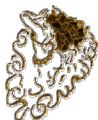
- NO recording of class content or choreography without consent of Nicola and the class.
- If you have dance-related announcements, please inform Nicola ahead of time, and wait for the appointed time during class to make your announcement.
- Nicola and the studio owners reserve the right to remove disruptive students from class, with no refunds. Nicola has a zero-tolerance policy for abusive or threatening behaviour. You will be banned from class and she will notify all current instructors of your behaviour.
- Talk time in the form of questions, discussions or lecture is part of instructional time. Pay attention, especially if it's a correction.
- All corrections given to the class should be listened to—compare what you're doing to what's being asked. IF it's being said, it's important!
- Do not promote or discuss other teachers or their classes during class time. They can pay for ads and promotions just like Nicola does. Gossip is hurtful and does not help anyone.
- Dancers who have items from their own collection to sell may bring them, priced and organized, to class to sell. NO REPS for vendors or retailers. Vendors are welcome to attend class to sell their wares.
- Students are allowed to film choreography for their personal practice. Such footage may not be shared, sold, or shown to anyone not in that class. NO public posting.
- Do not share details or handouts from class with those not attending. You have paid and come to class. Your friends should, too.

### Preparation & Practice:

- Practice does not always make perfect, but it usually leads to proficient. The brain and body cannot memorize or familiarize without repetition and review. 15 minutes a day, or 30 minutes 2-3 times per week are recommended for anyone above Level 2, and encouraged for all students.
- Students are strongly encouraged to practice outside of class to be best prepared and to review material. Ideas, methods, and advice for practice will be shared in class. The onus is on you to record and apply this advice.
- Specific assignments and home-based prep may be assigned in class to intermediate students. If you are Level 2 or above, please contact a classmate regarding missed content and assignments if you are absent from a class.
- Choreographies require daily practice after the month of March for June recital. Extra practices may be scheduled for additional fees, at the students' convenience.
- All course materials should be read and re-read regularly, and brought to class. A binder or folder is suggested. Time, effort, care, and great thought go into all handouts and other materials. For further articles, see [www.nicola-bellydance.com](http://www.nicola-bellydance.com) >.

Many warm thanks for your part in making dance classes fun, exciting, and productive! ~Nicola

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