

Dancing Angels

Mandatory Policies and Procedures

We are privileged to teach hundreds of students each week; therefore, it is our commitment to promote safety and responsibility for all Dancing Angels families. Please understand, in agreement with PCBC, we are expected to operate with efficiency and organization before, during and after all classes. Furthermore, we want to provide a calm, respectful and controlled atmosphere. Please read the below mandatory policies and procedures for students, siblings and parents. As a participating family of this program you are agreeing to adhere to these policies and procedures. Please know it is only with your assistance that Dancing Angels will be a safe and nurturing place for your daughters to dance. Your cooperation is appreciated!

I. Policies

- No children are to enter and/or exit the building without a parent or guardian.
- No running inside the church building or outside on church premises.
- No screaming or hollering inside church. Loud noise is not only disruptive to the class in session but also to the church staff members who are working nearby. And, voices in the stairwells echo to the upper floor where church staff is working.
- No playing with or around the game tables, in the Gym, and/or stairwells.
- No horseplay, rambunctious behavior, cartwheels or piggyback rides.
- No climbing on game tables, inside stairwells, outside walls, pillars, rails or trees. Also, no sitting under game tables.
- No continual pressing of the automatic door button. (Malfunction could occur preventing it to be used properly and/or could cause injury.)
- No entering of a dance room when the teacher is not in the room. While in rooms, no writing on chalkboards, playing the piano, touching or playing near the dance mirrors, and no hanging on, or playing near the ballet barres without teacher supervision.
- No knocking on the dance room door by siblings as this is distracting.
- No changing children's clothing in the church lobby or outside on the church grounds. Restrooms are available to you; however, the dance rooms (Clubroom, #102, #103, #104) are not available for changing and/or waiting. Tap shoes are not to be worn inside church building except in the dance room only.

II. Procedures

- A parent or guardian must accompany students when entering and exiting the building. Students and siblings are to stay with an adult at all times and are to never be left unattended. Parents should not assume that because children are in a church that they are safe unattended. Furthermore, if you ever suspect a suspicious person, please inform your child's teacher immediately.
- If your child is in the tiny tots or 3's ballet class, a parent or guardian must stay in the waiting area. If you are unable to stay, you are to arrange for someone else to stay in the event a caretaker is needed.
- Upon your arrival, we must keep a calm atmosphere in order to prepare students for learning. Allowing students to play will set the tone of continued play when entering the dance room.
- After your child's class is finished, we kindly request that you leave the building quickly and quietly. The extra noise in the waiting area is disruptive to the class in session. Furthermore, your prompt dismissal will help to provide additional parking for others and keep order in between classes.
- Sign-In/Sign-Out: *A sign-in/sign-out notebook will be outside of your child's classroom.*

When you arrive with your child to class:

- A. Write your name,
- B. Sign your initials, and
- C. Indicate who will be picking up your child. If another parent is picking up your child, please write her name on the sign-in sheet.

When picking up your child and/or another parent's child:

- A. Initial next to the student(s) name, and
- B. Indicate the time

