



Rules and Policies

Please keep for your records.

Student Etiquette

1. All participants are asked to be respectful and courteous to all instructors, parents, and students.
2. No gum chewing or eating is permitted during class. You are permitted drinking breaks; please have your beverage nearby so you do not have to leave the screen.
3. Please be as punctual as possible; if you will be late please email admin@balleness.com. It is the teacher's discretion as to whether you are too late for a class.
4. If a student is under the age of 18, it is encouraged that his/her legal guardian is nearby and on location. For example, if you take class in the basement of your house, we recommend that a legal guardian is at home while you take class.
5. If you have other family members and/or pets that might intrude into your space, please make sure that they do not interrupt. We will not deduct disruptions such as these from the length of a class. Visitors are asked not to enter the space, they can watch from an off-screen location.
6. All cell phones must be turned off and/or put on silent during class.
7. All students will be respectful by listening during class and not leaning on the chairs/ballet barres.
8. Parents are responsible for helping any minor children with logging onto the Skype and/or HDV Conferencing Program so that there is no confusion or delay. Please refer to our 'cheat sheets' for assistance.

Attendance & Make-Up Class Policy

1. If you are unable to attend a class and need to cancel a class, please email admin@balleness.com 24 hours in advance. This allows you to either re-schedule or schedule a make-up class without financial repercussions. Make-up classes are allowed only if the student misses a class due to illness or another acceptable excuse. Your instructor will let you know what make-up class is appropriate and what deems an appropriate 'excuse.'
2. Make-up classes must be taken within one month of the missed class.
3. If weather is negatively effecting the internet connection on either the student's end or the instructor's end, the class will be re-scheduled at no extra charge. If a class has already commenced and the internet connection gets worse, it is up to the teacher's discretion to determine at what point the class will need to be re-scheduled.
4. Please try to keep missed classes to a minimum.
5. Students are not permitted to wear excessive jewelry in class, especially hanging earrings.

Recommendations for the Ideal 'space'

1. Have a space with enough room that you could do a 'kart-wheel' without hitting anything. Some of the dance classes may require more space than a fitness class or mat-based workout class.
2. Adequate lighting is a requirement both for your safety and for the quality of the class; this way the instructor is able to see you clearly.
3. A hard, solid, and even floor is a requirement to avoid injuries. Please remove and clear any furniture or obstacles nearby or throughout the space. A carpeted floor is acceptable for all classes except ballet, pointe, and tap, however, a hard floor is preferred.
4. A quiet space without distractions and any access noise is preferred.
5. We encourage you to have a first-aid kit nearby.