

# Attendance & Makeup Lessons

## ***Attendance Policies***

Students are expected to attend no less than 80% of classes for the entire year. Students who show less than 80% attendance may fall behind or hold back the class and therefore will be removed from upcoming performances and competitions. Students who are continually absent will be removed from the program entirely. If a child is absent from class during the term for holidays, illness or school camps there is no discount or deduction from term fees.

## ***Make Up Classes***

A maximum of two (2) makeup classes are available for students with an absence within the following reasoning: illness, appointment, family commitments, injury, school camp or school commitments. Makeup lessons are to be attended within two (2) weeks of the student's absence. Makeup lessons are not available during Term 4, due to Showcase preparation.

## ***Late Pick-up/ Student Collection***

All students must be collected on time, especially at the end of evening classes. Parents need to arrive at least 5 minutes prior to ensure student is collected and teacher is able to leave on time.

If parents are more than 5 minutes late, (other than an emergency) fees will be charged to cover the cost of the teacher having to wait.

The charges are as follows:

- \$5.00 per 5 minutes late, for the first 15 minutes after class finish time.
- \$10.00 per 5 minutes after the above 15 minute increment.

It is important our teachers are able to leave on time for safety and also to allow them to be able to get home to their own families.

