

What to do if you have a concern:

- Teachers are not to be interrupted during class time. All matters of concern or inquiries may be directed through Mary Anne or via a message left at reception.
- Even after a class has finished, please refrain from entering the class. Instructors often have classes back to back and do not have the time to speak with you at that moment about a specific concern.
- Please do not approach a teacher in the hallway to discuss a problem or concern. Emotions can cloud our judgment and escalate a situation. Make an appointment to speak with the teacher through the office after speaking with Mary Anne or Cally.
- Teachers' telephone numbers will not be disclosed for privacy reasons. Messages for your child's instructor may be left on the studio answering machine at any time.
- Assistants are not to be approached by any parent at any time.
- Please knock before entering a classroom. If you must enter, wait until the music has stopped playing and then knock. Your entrance in the middle of an exercise is highly distracting to others.
- Videotaping or picture taking is strictly prohibited unless given explicit permission by the teacher.
- Mobile phones are to be powered off at all times in the classroom.
- Verbal abuse of instructors and their assistants will not be tolerated at any time. Violation of this protocol may lead to expulsion from the studio.
- We do encourage an open dialogue between parents, students and teachers. Please allow us the most time possible.

