

Performing Arts Workshop

196 MORGAN STREET | JERSEY CITY, NJ 07302 | (201) 424-3075 | WWW.PERFORMINGARTSWORKSHOP-NJ.COM

2025–26 Studio & Program Policies

Welcome to Season 14!

Please read this document in full before registering.

Our policies are designed to ensure a safe, organized, and positive experience for everyone. When enrolling in a *Performing Arts Workshop* program, you agree to comply with all policies outlined below. A signed release & acknowledgment form is required before any payment is made— this will be sent via DocuSign to all registrants after class selections are made.

ETIQUETTE

We foster a culture of respect and collaboration. Our studio is free of negativity and comparison. Students are encouraged to focus on personal progress and support their peers. Unkind behavior and/or disruptive conduct will not be tolerated. When in doubt, be kind.

If there's a concern, please email or call the Director to discuss. Never approach a teacher or student with complaints. We promise to work with you and honor our shared goal: your child's growth and well-being

Rules

- No smoking, drinking or recreational drug use in the facility or within 25 feet of the entrance.
- No pets inside the building. Service animals permitted.
- No strollers, skates, scooters, bikes, or similar items permitted inside the building, in any weather. Bring a lock to secure these items outside. No exceptions.
- The studio and its staff are not responsible for any personal property.

COMMUNICATION

Stay informed by reading all email and text updates. We do not make individual phone calls unless an issue is specific to your child. It is each family's responsibility to remain informed of studio-wide announcements.

OFFICE HOURS

Our office schedule aligns with our class schedule, and is posted on the Calendar of Events shared in September. The office is closed on holidays, Fridays, Sundays, and Mondays unless otherwise noted. Please leave a voicemail if calling after hours and allow 1–2 business days (Tue/Wed/Thu) for a reply. **Facebook:** paworkshopnj | **Instagram:** @performingartswkshp_nj

CALENDAR

A Calendar of Events— issued in September— outlines closures, performances, and special events for the entire season.

COMPANY DANCER PROGRAM

PAW'S Company Program offers extended training and performance opportunities for ages 5 to 17. Competitive tracks begin at age 5 for students whom have completed at least 2 years in our Youth Performance Program. Minimum weekly class enrollment is required. No auditions.

The Company program fosters independence, bonding, and a sense of ownership among our dancers, we do not permit any observation or waiting onsite (facility locked for safety) during Company rehearsals. These rehearsals are a special time for dancers to connect with one another, take creative risks, and fully immerse themselves in the studio space under the care of our teaching team. Refer to the [2025–26 Company Kids Enrollment Packet](#) for full details.

SHOW COSTUMES

Costumes will be measured by **January 29, 2026**. Full payment is due by **February 15, 2026**, and costumes will be distributed April–May. Refer to the Tuition, Payment & Withdrawal Policies for cost details and deadlines. [Click here for payment schedule and policy.](#)

PERFORMANCES

All students participate in our **Spring Showcase**, unless they opt out by February 15. Please reserve **May 9, 2026** as our tentative performance date. Showcase details and ticketing will be announced in March. Should health guidelines prevent a live event, we will implement an alternative format in compliance with local and federal guidance.

CLASS ATTIRE

All classes follow a dress code to promote safety, focus, and a professional atmosphere. No costumes, tutus, fashion accessories, tiaras, hats, or jewelry (except stud earrings) are allowed in class. Dress code updates are provided in August. [Click here for payment policy.](#)

ARRIVAL, DISMISSAL, OVERSIGHT

PAW staff are responsible for students only during their scheduled class time.

- Students may arrive no more than 10 minutes early and must be picked up on time.
- A caregiver for children under age 10 must remain on-site until class begins, and return for dismissal. Children under age 10 are not permitted to enter/exit without a caregiver.

LATENESS

Maintaining a respectful and focused learning environment is essential. All students are expected to arrive on time, dressed for class and be ready to dance at the scheduled time.

- Students who arrive more than 10 minutes late may be asked to observe rather than participate, at the instructor's discretion.
- Please notify info@performingartsworkshop-nj.com if you're running behind.

ABSENCE, MAKE-UP CLASSES

Please notify info@performingartsworkshop-nj.com if your child will be absent. See [Tuition, Payment & Withdrawal Policies](#) for full details.

RESTROOM USE

- All Youth Performance Program students must be potty trained.
- Students age 3 to 4 may receive limited help from assistants or another parent/caregiver.
- Students age 5+ must use the restroom independently.
- The restroom is not for changing clothes. Please be respectful.

DRESSING FOR CLASS

- Students must arrive dressed for class under their street clothes.
- No changing in the restroom, out of respect for those who need to use the lavatory.
- Storage cubbies and coat hooks are provided in the lobby for class-time use.
- Dance shoes should *never* be worn outside, for sanitary reasons.
- Street shoes are not permitted in dance rooms, for sanitary reasons.

VISITORS

Lobby space is limited. All minors brought into the facility must be supervised by an adult at all times. Visitors are not allowed in classrooms unless invited by the Director.

CLASS VIEWING

Weekly viewing via lobby monitors will be available through November, then during the first week of each month, thereafter, to show progress through March. There is no class viewing after March 7 as we prepare for our big show. Virtual viewing options are not available.

Parents/caregivers of students in Early Childhood classes may enter the classroom for the first 3 classes if they intend to fully participate in movement activities with their children. Observers are not permitted in classrooms for the comfort of all children present. Limit 1 adult per child.

EATING & DRINKING

- Students should bring a labeled water bottle.
- Food may only be consumed in the lobby, never in studio rooms.
- Small, dry snacks in closed containers are allowed.
- No nuts or gum.
- Greasy foods are not permitted in our facility.
- The facility must remain clean and free of food debris.
- All students and visitors must clean up after themselves.
- We reserve the right to prohibit food consumption in the facility if these rules are disregarded.

CANCELLATIONS

Though rare, classes may be canceled due to sudden instructor illness, inclement weather, facility issues, or other circumstances beyond our control. Whenever possible, families will be notified at least 2 hours in advance via email and text message. In situations of widespread illness or climate-related closures, we reserve the right to pivot to virtual classes to avoid long-term disruption.

CLASS SIZES

Our class capacities are intentionally limited to preserve the quality of instruction, encourage strong student-teacher connections, and support the thoughtful, inclusive environment that defines our studio culture. We reserve the right to adjust capacity at the Director's discretion.

ONLINE CLASSES

All regular programming is in-person. If the studio must close due to emergency or weather, online classes or in-person make-ups will be scheduled at the studio's discretion.

PERSONAL BELONGINGS

Leave valuables at home. The studio and its staff are not responsible for lost or stolen items.

*Performing Arts Workshop reserves the right to amend policies as needed.
Any updates will be shared via email and on our website.*

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