



## **Niko's Dance Team Dance Camp Policies**

### **Niko's Dance Team – Fees & Payment Policy**

#### Registration and Tuition Fees

Tuition is \$275/camp. Fees will be posted in your Jackrabbit account, and is due upon enrollment.

Niko's Dance Team uses a secure online program for managing invoicing referred to as Jackrabbit or the Parent Portal.

#### Payment Options

Niko's Dance Team accepts the following payment types:

E-transfer to nikosdanceteam@gmail.com

Credit Card with a 2.5% service charge

By enrolling in or continuing classes at Niko's Dance Team, parents/guardians acknowledge that they have read, understood, and agree to the terms outlined in our Fees & Payment Policy.

### **Physical Contact Policy**

Niko's Dance Team is committed to maintaining a safe, respectful, and professional environment. This policy outlines expectations for appropriate physical contact between instructors, staff, and dancers.

This policy applies to all instructors, trainers, volunteers, staff, and participating dancers.

#### Guiding Principles

- Respect: All physical contact must be appropriate, necessary, and conducted with professionalism.
- Transparency: Contact should take place in open environments where others are present.
- Consent: Instructors will explain the purpose of contact and seek verbal consent whenever possible.

#### Permitted Physical Contact

- Safety & Spotting: Required to prevent injury and support proper skill development, using minimal contact necessary.
- Technique Correction: Used to adjust posture, alignment, or movement, with clear explanation to the dancer.
- Costume Fittings: Necessary for accurate measurements.
- Injury Care: May be required to assess or respond to injuries.

### Boundaries

Dancers have the right to refuse or withdraw consent at any time. Any indication of discomfort will result in immediate cessation of contact.

### Training & Accountability

- All staff are trained in appropriate physical contact and dancer safety.
- Any concerns must be reported immediately to the Program Director.
- All reports will be taken seriously and addressed promptly.

By enrolling in or continuing classes at Niko's Dance Team, parents/guardians acknowledge that they have read, understood, and agree to the terms outlined in this Physical Contact Policy.

### **Privacy & Health Information Policy (HIPAA-Aligned)**

Niko's Dance Team is committed to protecting the privacy and security of personal and health information for all dancers, families, and staff. This policy outlines how information is collected, used, stored, and disclosed in alignment with Health Insurance Portability and Accountability Act (HIPAA) privacy principles and industry best practices.

This policy applies to all personal and health information collected, used, or disclosed by Niko's Dance Team.

### Collection of Personal and Health Information

#### Types of Information Collected

We collect only the information necessary to safely and effectively operate our programs, including:

- Names and contact information
- Date of birth
- Emergency contact details
- Medical information relevant to participation (e.g., injuries, conditions, allergies)
- Payment and billing information

## Purpose of Collection

Information is collected solely for legitimate purposes, including:

- Registration and program administration
- Communication with families
- Ensuring dancer safety and emergency response
- Billing and payment processing

## Use of Personal and Health Information

- Personal information is used only for purposes directly related to studio operations.
  - Health information is accessed strictly on a need-to-know basis to ensure the safety and well-being of dancers.
- Contact information may be used to share important updates, schedules, events, and billing communications.

## Protection of Health Information (HIPAA Principles)

Niko's Dance Team follows key HIPAA privacy and security principles to protect sensitive health information:

Minimum Necessary Standard: Only the minimum amount of information required is accessed or used

Restricted Access: Health information is accessible only to authorized staff

Confidentiality: All medical information is treated as strictly confidential

Secure Handling: Information is stored and managed using appropriate physical and digital safeguards

Need-to-Know Disclosure: Information is only shared when necessary for safety or emergency care

## Disclosure of Information

Personal and health information will not be disclosed to third parties without consent, except:

In emergency situations where disclosure is required to protect the dancer

When required by law or legal authority

Any disclosure will be limited to the minimum necessary information

## Consent

### Obtaining Consent

By enrolling in Niko's Dance Team, parents/guardians provide consent for the collection, use, and disclosure of personal and health information as outlined in this policy.

### Withdrawing Consent

Consent may be withdrawn at any time with reasonable notice. Please note that withdrawal of consent may impact the studio's ability to safely provide services.

### Access to and Correction of Information

- Individuals have the right to request access to their personal and health information
- Requests may be subject to reasonable limitations
- Corrections to inaccurate or incomplete information may be requested at any time

### Security, Retention, and Disposal

#### Security Measures

We implement appropriate safeguards, including:

- Controlled access to physical records
- Limited staff authorization
- Secure digital storage practices

#### Retention and Disposal

Information is retained only as long as necessary for operational or legal purposes and is securely destroyed when no longer required.

### Complaints and Inquiries

Questions or concerns regarding this policy or the handling of information may be directed to:

Niki Hofer

Studio Owner, Niko's Dance Team

We are committed to addressing all concerns promptly and respectfully.

### Acknowledgement

By enrolling in or continuing classes at Niko's Dance Team, parents/guardians acknowledge that they have read, understood, and agree to the terms outlined in this Privacy & Health Information Policy.

## **Niko's Dance Team – Release of Liability**

### Acknowledgement of Risk

I acknowledge and understand that participation in dance classes, rehearsals, performances, competitions, and all related activities at Niko's Dance Team involves inherent risks. These risks include, but are not limited to, physical injury (such as contusions, sprains, strains, fractures, or other bodily injuries), slips and falls, use of equipment, and potential exposure to communicable illnesses.

### Voluntary Participation & Assumption of Risk

I confirm that my participation, or the participation of my child, is voluntary. I knowingly and freely assume all risks, both known and unknown, including those arising from the negligence of Niko's Dance Team, its owners, instructors, employees, agents, or representatives, to the fullest extent permitted by the laws of the Province of Alberta.

### Medical Fitness

I confirm that I, or my child, am physically fit and able to safely participate in dance activities. I agree to disclose any medical conditions, injuries, or limitations that may affect safe participation and to update this information as required.

### Indemnification

I agree to indemnify, defend, and hold harmless Niko's Dance Team, its owners, instructors, employees, agents, and representatives from and against any and all claims, demands, damages, losses, liabilities, costs, or expenses (including legal fees on a solicitor-and-client basis) arising from or related to participation in studio activities.

### Emergency Medical Authorization

In the event of injury or medical emergency, I authorize Niko's Dance Team and its representatives to secure medical treatment for me or my child as deemed necessary. I accept full responsibility for any resulting medical expenses.

### Photography & Videography Release

I grant permission for Niko's Dance Team to use photographs and/or video recordings of me or my child taken during classes, rehearsals, performances, or related activities for promotional and marketing purposes, including social media, website content, and advertising, without compensation.

## **Release and Waiver of Liability**

In consideration of being permitted to participate in activities at Niko's Dance Team, I, on behalf of myself, my child, and our respective heirs, executors, administrators, and assigns, hereby fully release, waive, and discharge Niko's Dance Team and all associated parties from any and all liability, claims, demands, actions, or causes of action whatsoever arising out of or related to any injury, illness, damage, or loss, including death, that may be sustained as a result of participation in any activities, including those caused by the negligence of Niko's Dance Team, to the fullest extent permitted by Alberta law.

### Governing Law

This agreement shall be governed by and interpreted in accordance with the laws of the Province of Alberta. Any legal proceedings shall be brought exclusively in the courts of Alberta.

### Severability

If any provision of this agreement is found to be invalid or unenforceable under Alberta law, the remaining provisions shall remain in full force and effect.

### Acknowledgement and Agreement

By enrolling in or continuing classes at Niko's Dance Team, parents/guardians acknowledge that they have read, understood, and agree to the terms and conditions outlined in our Release of Liability Policy. I fully understand the risks involved in dance activities and agree to release Niko's Dance Team from liability to the fullest extent permitted by law.