

# How to Request a Makeup Class

## Fall 2023 / Spring 2024

We are happy to offer In-Studio makeup classes for our dancers. To limit overcrowding in our classrooms and ensure a safe and effective learning environment, your dancer will need to have a reservation to attend a makeup class. Please be aware that some classes are offered only one time per week and may not have a makeup option available or may require attendance in an appropriate lower-leveled class. Regular attendance in dancers' scheduled classes is very important, however, we do still ask that you exercise caution when your dancer is not feeling well. If your dancer will need to be absent for a reason other than illness, please let us know as far in advance as possible so we may excuse the absence if needed and plan ahead for a makeup class.

To schedule a makeup class:

1. Email [dance@ballet-rincon.com](mailto:dance@ballet-rincon.com) to have absence excused.
  - Email should include: Dancer's name, Date of Absence, Reason for Absence
2. The Administrative Assistant will contact you with possible makeup dates and times.
  - Availability for makeup classes is first come, first served. We will do our best to make sure every dancer is able to make up a class. If only one class is offered, your dancer may have an opportunity to attend a makeup in an appropriate lower-leveled class.
3. Your dancer must be on the class roster to attend a makeup class.
4. Makeup options are available for class absences only and are not available for missed rehearsals. Makeup classes do not satisfy the rehearsal portion of the contemporary classes (Modern, Jazz and Tap).
5. Please refer to our BR Policies and Procedures regarding absences and performance eligibility.