



INTERNAL REGULATIONS

ARTICLE 1 - MEMBERSHIP IN THE ASSOCIATION

Membership in the OKYDEE association is automatic upon validation of the paper registration signed by both parties. It involves sharing the values of the association, respecting the internal regulations, and committing to participate in activities, particularly the year-end events.

Members can support the association even if they take a break from dancing by paying the annual membership fee. This will allow them to stay informed about the association's activities and have access to special events, the members' area of the website, newsletters, and activities organized for members.

The annual fee contributes to the smooth functioning of the association and the implementation of various initiatives. We encourage all members to maintain their membership to continue being part of our dynamic community.

ARTICLE 2 - VALUES OF THE ASSOCIATION & LIVING IN HARMONY

Members and volunteers of the Okydée association commit to respecting the internal regulations and conveying a positive image of the association and dance. They must share and promote the values of respect, solidarity, diversity, and secularism, while fostering cohesion and team spirit.

Dancers commit to listening to the instructor in order to progress, to demonstrating modesty, to not ridiculing others, to using respectful language, and to following instructions.

ARTICLE 3 – ENROLLMENT IN CLASSES

A pre-registration space is opened at least 4 weeks before the start of classes, allowing dancers to pre-register and submit the necessary documents. These must be provided no later than the day of registration; otherwise, the application will be canceled after one month. Pre-registration applies to all dancers, without automatic re-enrollment.

The dances offered by the instructor are accessible starting from age 8. Placement in classes depends on the dancer's availability. Registration is valid from September to June and becomes final after the trial class.

ARTICLE 4 - PAYMENT OF REGISTRATION

The Board of Directors sets the price of membership and classes, which is communicated at the launch of the annual registration campaign on the website <https://okydee-danse.fr/> and on social media. The annual payment is made by check or bank transfer at the time of registration, and payment facilities do not depend on attendance in classes. If a payment in installments is granted,



this does not exempt the student from the total payment due, even in the case of absence or withdrawal during the year.

CASE OF REFUNDS:

The year once started is fully due. However, a partial refund may be granted in the following exceptional cases:

1. **Illness or injury:** a medical certificate of at least one month must be provided within 15 days of its issuance.
2. **Moving or professional transfer outside the department:** proof and a dated letter must be provided; the refund will begin upon receipt of the letter.

Any completed quarter is due. The membership fee is non-refundable.

1. Quarter 1: September 1 to December 31
2. Quarter 2: January 1 to March 31
3. Quarter 3: April 1 to June 30

ARTICLE 5 - PARTICIPATION IN CLASSES

Regular attendance in classes is essential for individual progress and group cohesion, especially in preparation for events. Any absence must be reported to the instructor at least one day in advance. If a dancer is absent from two-thirds of the classes, the instructor may decide not to retain them among the students, as these absences hinder collective work and participation in the association's activities.

To maintain a conducive learning environment, children should not be brought during classes, as our sessions are not designed to accommodate them. The instructor cannot supervise children, as her attention is fully dedicated to teaching. In case of non-compliance with the rules, the association's board may exclude the student for the remainder of the season.

Parents cannot attend their children's classes, except during the first trial class and open demonstrations, unless prior agreement is made with the instructor. Our classes are conducted in French to maintain the rhythm and energy of the teaching. Although some students may require translation, we cannot allocate the necessary time for this. We rely on your understanding to keep instructions clear and effective.

When the instructor is correcting a student, it is essential to allow her to perform her work without interruption. Everyone needs their time to assimilate feedback at their own pace. We ask you not to intervene during these moments to preserve everyone's concentration and ensure the smooth running of the class.

We recommend wearing comfortable and appropriate clothing for dance practice: sportswear, dance shoes, or bare feet. Dresses and skirts are not allowed.

TEMPORARY REPLACEMENT OF THE INSTRUCTOR

En the event of the main instructor's unavailability due to health issues or any other exceptional situation, the association reserves the right to implement a plan for pedagogical continuity.



An experienced dancer may be appointed for temporary replacement to maintain the rhythm of the classes and allow for the reinvestment of fundamentals. This replacement will operate within a structured framework, in accordance with the pedagogical values of the association, and will benefit from the insurance coverage provided for association activities. This measure aims to ensure the stability and quality of teaching while adapting to operational uncertainties.

If a replacement cannot be found, the class will simply be **postponed**, ensuring that it is not lost.

RESPONSIBILITIES:

The Okydée association is responsible for the students during the journey to the classes, as well as during the classes and events. Students must arrive 5 minutes early and leave 5 minutes after. They are responsible for any damage and collective equipment, and must participate in its setup and storage.

The association cannot be held liable for the disappearance, loss, or exchange of belongings in its premises or during events.

ARTICLE 6 - PARTICIPATION IN EVENTS

Upon the dance teacher's proposal, the Board of Directors may vote on the participation of students in events. The selection of dancers is exclusively the responsibility of the teacher, based on criteria approved by the Board. Payment for rehearsals does not guarantee participation in the performances: the teacher selects participants based on their regularity, punctuality, and personal commitment throughout the season.

Registration for the event is first offered to all students. If the conditions are accepted, a preliminary validation will take place. No dancer will be presented at an event without their full consent.

During our stage performances, it is important to follow certain guidelines:

- A bun is generally mandatory for a harmonious group aesthetic, unless otherwise indicated by the teacher.
- Don't forget your accessories (fans, etc.) during rehearsals.
- Wear slippers and tights of the same color, as agreed upon by the group.
- Be punctual, as your presence and commitment are essential.

ARTICLE 7 – COMMUNICATION AND CONFIDENTIALITY

WhatsApp is a communication tool reserved exclusively for exchanges related to the activities of the association. It is essential to respect the confidentiality of discussions that take place there. Members commit not to share, publish, or disseminate exchanges, information, or content from this group on public platforms or social media.

Dancers who are no longer members of the association will be removed from the WhatsApp group. If they wish to remain in the group, they must pay the annual membership fee to become members again. Thus, they can be re-authorized to enter the group by paying this annual membership fee.

Any disclosure of confidential information is contrary to the values of our association. We encourage you to use WhatsApp only for the purposes of the association and to respect everyone's privacy.



ARTICLE 8 - RIGHT TO IMAGE

Every individual holds an exclusive right over their image and its use. This right concerns not only the image but also all the constituent elements of the person (voice, silhouette, etc.). By attending the Okydée association, each member accepts and authorizes that films, photographs, or any other identification concerning them, taken during rehearsals, workshops, or other events, may be used by the club for advertising or commercial purposes.

It is strictly forbidden to film or take photos during rehearsals. Only the dance instructor is authorized to film or to ask a volunteer to do so. Dancers cannot film or photograph classes or events for their own social media accounts without prior authorization from the association, except in cases where this occurs in a public space.

ARTICLE 9 - VOLUNTEERS

Volunteers are sought, particularly during events. It is important to remind that within this framework, the association reserves the right to assign volunteers based on needs to ensure optimal organization. This means that a volunteer may not be strictly or automatically assigned to a specific group.

Volunteers commit by signing a volunteer charter, and their role within the Okydée association involves adhering to and sharing the fundamental values of the association.

Done at: ----- On (Date) : -----

We thank you for verifying that you have initialed at the bottom of each page to attest to your reading and agreement with the content. This ensures a good understanding of the rules and commitments of the association.

Signature preceded by the mention "Read and Approved":

