

Front Range Classical Ballet Academy

2014-2015 Policies and Guidelines

Dancer Etiquette

1) **PROMPTNESS:** Arrive at your classes ahead of the scheduled start time - allowing yourself adequate time to be fully and properly attired, to stretch and warm up, to use the bathroom if necessary - so that when class begins you are on task immediately. The teacher will make every effort to be at the studio at least 10 minutes ahead of each class. If work or transportation problems require you to be late, please inform your teacher ahead of time if at all possible.

2) **MISSING CLASS:** Please inform your teacher ahead of time if you do not expect to make it to class on a particular day.

3) **PROPER ATTIRE:** All students under the age of 18 are expected to dress in a manner consistent with training in a serious classical ballet program. For young girls, this means pink tights, dark solid color leotards (for girls 7 and under, light solid colors are fine), and pink ballet slippers. For young boys, this means black tights or black jazz pants, a white or light solid color tight-fitting t-shirt that is tucked in or rolled into an elastic band at the waist, and white or black ballet slippers.

Adult students are expected to follow similar guidelines when they are attending evening classes. In the daytime teen/adult classes, these expectations are relaxed for adults over age 18, although close-fitting clothing should be worn to assist the teacher in seeing any technique issues that need to be corrected.

Articles of clothing (e.g. baggy shorts, warm-ups, loose T-shirts, clothing of other colors) which break line and make it difficult for the teacher to see the dancer's placement and alignment must be removed before class or after the first exercise or two (at teacher's discretion) if the studio is cold. In cases of injury where additional layers keeping the injured area warm may be helpful, extra layers will be allowed.

4) **HAIR:** Long hair must be neatly and tightly secured away from the face with no fly-aways; braids clipped to the head or ballerina buns are acceptable for girls; boys with long hair should secure it back in a ponytail at minimum. Shortish hair that is long enough to get in the eyes should be clipped back.

5) **JEWELRY:** Please remove all loose jewelry prior to class. Necklaces, bracelets, dangling earrings, etc. should not be worn during class.

6) **WATER:** It is important to be properly hydrated during class. Please bring an enclosed water bottle with you so that you may take a sip between exercises as necessary. Having to leave class to get a drink of water can be disruptive to the class and to your own focus.

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7) BATHROOM: Please use the bathroom before your class begins to minimize the need to go during class. If the need arises during class, try to continue with class until barre work is over and use the facilities between barre and center work. Of course emergencies arise, and your teacher will be accommodating as necessary.

8) CLEANLINESS: Treat your studio with respect by keeping it clean, and doing your best to collect all of your belongings before you leave the studio. Anything left behind will be placed in the dressing room for you to find when you come for your next class.

Policies

1) ATTENDANCE: Students in intermediate level and up are expected to regularly attend class a minimum of 3 days per week. This is necessary to development of muscle memory and appropriate progress. It is also important to keep the class as a whole learning consistently and together so that one or a few students are not missing key instructional points and holding themselves or the class back. The classes are designed to be progressive and missing classes will put a student at significant disadvantage. Of course, illness and family emergencies will keep a student out of class on occasion, but otherwise regular attendance is *essential*. For adults who are on a class card system, make-ups are a moot point, but for students paying monthly, make-up lessons for classes missed may be taken any time within a month of the missed class. If this is not possible, please talk with Ixchel about other make-up options, especially for emergency situations which required an extended absence from classes.

Students dancing on pointe must attend technique class a minimum of 3 days per week. This is for the safety of the dancer. Pointe work requires a tremendous amount of strength and proper technique in order to be executed safely. Fewer than 3 days of ballet technique per week puts the pointe dancer at increased risk of injury. Dancers aspiring to begin pointe work within the year should also attend a minimum of 3 ballet technique classes per week in order to develop the necessary strength and muscle memory of proper technique.

2) CLASS SIZE: Classes will be kept to a maximum enrollment of 9 students, although due to drop-ins and make-ups, occasionally there may be more than 9 students. When fewer than 3 students are enrolled in a particular class, the class may be cancelled and a different class recommended to the enrolled students. If only one student shows up to class on a particular day, the student may opt for a shortened class (2/3 the normal class length), may choose to attend a different class as a make-up, or may choose to take the full class at a private lesson rate (\$35/hour).

3) TUITION: Monthly tuition payments are due at the first class of each month. There is a grace period of about two weeks, but monthly payments made after the 15th of each month will incur a \$10 late fee. However, advance notice of any need to make a late payment may waive this late fee. Adults using the hour card system may purchase cards at any time. Hour cards are

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kept in the box on the table near the stereo; please check on your card occasionally to see how many classes you have left. Cash and checks (made out to FRCBA) are always accepted. I apologize that I am not able to accept credit card payments. Please note that returned checks will incur fees equal to those charged by the bank.

4) CLASS CANCELLATIONS: Classes may be cancelled due to inclement weather or emergency situations. Your teacher will make every effort to inform students in advance in these situations. If you expect not to be able to attend due to weather, please inform the teacher ASAP as this may assist in making the decision to cancel. In cases of cancellation, students are invited to attend another class as a make-up.