

***Dayton Ballet School was founded by Josephine and Hermene Schwarz in 1927. We are very proud to be one of the oldest dance schools in the United States. It is the only ballet school in the Miami Valley associated with a professional ballet company.***

### **Fees and Tuition**

- Students are enrolled in DBS with the understanding they will be enrolled for the *entire* 9 month school year. There are several methods of payment available to students. We except cash, checks or credit cards. Students making installment payments are given a payment booklet. You can drop payment off at the desk or send it in the mail. We also can do auto payment each month on your credit card. \$20 is the minimum amount we can put on a credit card. Payments are due the first of the month. A late payment of \$10 is added to your account if payment is received after the 15<sup>th</sup> of the month. Adjustments to tuition are only considered in cases of illness, injury or moving out of state. A doctor's determination is required for an injury.
- Payment Options: Auto deduction from your credit or debit card. The fee is taken out of your account on the first working day of the month, \$20 minimum. CHECKS SHOULD BE MADE OUT TO DPAA.
- Monthly: Installment payment is due the first day of the month. The rates are broken down into 8 payments with no payment in December. Dancers will not be permitted to dance if an account is 60 days past due.

Insufficient Funds: If a check is returned for insufficient funds you will be charged a \$25 service charge. The account balance must be paid in cash for that payment.

**Dayton Ballet has a no refund policy. We must receive written notice if you need to drop a class. Your account will be charged until this written withdrawal letter is received and reviewed for consideration. A student's absence from class does not affect tuition payments because classes can be made up in any class of the same level at either school.**

### **Attendance**

Regular attendance is essential to a students progress. Missing class only slows down a student's progress. Regular attendance is especially important when choreography is being taught for in studio workshops; These classes include Creative Movement, Pre-Ballet, Ballet I, Ballet II, Ballet III, Ballet IV. Weeks prior to our "Afternoon of Dance" performance, are critical for our upper levels.

Any dancer arriving later than 10 minutes after the beginning of class will not be permitted to participate in that class. The student will be asked to watch the class.

## Class Level

Up until Ballet II level, age is the most important criteria for class levels. DBS has five levels, so many students are in each level several years. Placement each year is determined by the faculty and the school administrator. A letter is sent home at the last class of the year with recommendations for summer study and next season study. Advancement is determined by a student's knowledge of vocabulary and execution of that vocabulary in class. Overall strength, maturity and class attendance are factors as well. Students are introduced to Pointe only after their feet, legs and bone structures have begun to mature and only after several years of serious, quality training that has developed their muscles. Pointe Prep class, for age appropriate students, is a strengthening preparation for pointe. If the professional staff of DBS feels that your daughter is not ready for Pointe, please realize that it is with her best interest in mind.

## Boys Classes

Classes are offered for beginning, intermediate and advanced young men. The classes are specially designed to develop technique and focus on the athletic challenges of the male dancer. Scholarships are available to young men to encourage their study. Male students must pay for the boys class and are then entitled to take other classes at no additional cost.

## Dress Code

All female ballet/pointe students must wear pink tights with feet and pink **leather** ballet shoes. Leg warmers, sweat shorts or t-shirts are not to be worn in class. Skirts may be worn in pointe or variations class only. Hair **MUST** be completely off the face and secured in a bun regardless of level. Jewelry other than stud earrings are not permitted. Proper attire and securing of hair is a very important part of dance training and discipline. Underwear should not be worn under tights.

Creative Movement and Pre-Ballet: Pink leotard and tights. NO attached SKIRT

Level I: Light blue leotard, pink tights. NO attached SKIRT

Level II: Navy blue leotard, pink tights.

Level III: Burgundy leotard, pink tights.

Level IV: Solid black leotard, pink tights.

Level V: Any SOLID color leotard, pink tights.

Jazz, Tap and Modern students may wear any color leotard. Black or convertible pink tights.

Boys must wear white t-shirt, black tights or leggings, dance belt, white socks and white ballet shoes.

Tap shoes must have screw on taps. Any other type of tap is not permitted in the studios.

Adults: We expect our adult ballet students to wear a leotard and pink tights. A skirt is acceptable. Tap shoes must have screw on taps.

**Make sure dancers wear street clothes over their dance attire when entering or leaving the buildings.**

**Dance shoes should never be worn on the street.**

### **Dressing Rooms and Restroom**

Downtown students must dress on the 5<sup>th</sup> floor. Level V students may come directly to the 4<sup>th</sup> floor if they are underdressed. Students who are in any level lower than Ballet III are required to stay on the 5<sup>th</sup> floor until their teacher comes to bring them to class. REC WEST students dance bags must be placed in a cubby.

Please make sure your child has used the restroom before coming to class. It is very disruptive when a student must leave class to use the restroom. They are also losing valuable class time.

### **Communication**

Make sure you check or your child checks the bulletin board each time you come to the studio. All important information is posted. We no longer send home flyers.

You can also check our web site [www.daytonperformingarts.org](http://www.daytonperformingarts.org).

We also post all news on our FACEBOOK pages; Dayton Ballet School, Dayton Ballet II or Dayton Ballet Association.

### **Social Media**

At Dayton Ballet School we are aware of the importance of connecting with teachers, students, parents and administrators.

We encourage you to read our FACEBOOK page and leave comments and messages. We do reserve the right to ban or remove any postings that are not in good taste. Language and photo contents are especially sensitive. Please have permission of a child's parent before posting any photos on line. Keep in mind that INSTA-GRAM for example is immediate communication. Any postings of a negative nature against the school, teachers or students will be dealt with on an individual basis. It may result in immediate expulsion from the school.

### **Observation**

DBS has specific days and times when we encourage parents to observe classes. Parents must adhere to the specific times set aside to watch classes. Observations days are posted on the bulletin board. Young students are very distracted by parents watching and many times can be overwhelmed the entire class. We do have limited space and ask that *only parents* come to observe on this special day.

### **School Closing Policy**

Closings due to weather are posted on WHIO and WDTN television stations and Dayton Ballet School Facebook page. We do not follow the local school closing policies because often by late afternoon, the roads are clear. If we are forced to close because of snow or ice, make up class times are posted on the bulletin board at both schools.

### Waiting Room Etiquette

Please help keep our waiting area clean. Pickup after yourselves. Only water is permitted in the waiting area and studios in suitable water bottles.

If you must bring siblings with you, please make sure they are quiet and respectful of those around you.

### **REC WEST**

- Be sure and use quiet voices in the waiting area as they carry into the studios.
- Cell phone use should also be limited as it can be annoying to other people.

### **Downtown Studio**

Parents are required to wait in 5<sup>th</sup> floor waiting room.

- Costumes for the professional company are on this floor. Please make sure children do not touch them.
- No street shoes can be worn in the studio's.
- Please be respectful of the other people in the waiting room. Only bring something small to keep young children occupied.
- Dayton Ballet rents the space from the Victoria Theatre Association. They have many offices in the building and we must be respectful of their employee's.
- Please be quiet when using the stairs or the elevator. There can be a performance going on and voices from the stairs and elevator carry right into the theatre.

### **Dayton Ballet II, Senior and Junior Companies , SSK Dance Ensemble (Audition only)**

Dayton Ballet II's pre-professional training is for our most advanced students 14 years and older (Senior Company). Dayton Ballet II (Junior Company) is for talented younger students 10-14yrs old. 14 year olds must be 14 for whole dance season Sept-May to be accepted. Both companies are chosen through an audition process. Company members are required to study a mandatory amount of classes during the school year. The Second Companies both have many performing opportunities throughout the year, including Dayton Ballet's Nutcracker, the Wright State University's Dance Concert, appearing with the Dayton Philharmonic Youth Orchestra and Dayton Opera.

Dayton Ballet School Ensemble is for selected students, only. This class incorporates choreography along with performing. We welcome dancers 12 and older who are not in DBII Jr. but have a desire to perform. All classes and rehearsals take place at the Downtown Studios.

### **Workshops**

Dayton Ballet II Junior and Senior Companies, DBS Ensemble and all level V students will perform a special theatrical presentation, "An Afternoon of Dance" on stage, with all costumes provided by DBS at no charge. They will present several pieces of contemporary as well as classical ballet choreography. All other levels will hold an **in studio performance** on their last scheduled visitation day. We provide costumes for each student for these in-studio performances; however, they are the sole property of Dayton Ballet School.

**PLEASE MAKE SURE YOU READ THIS HANDBOOK AND KEEP IT AS A REFERENCE TO OUR DAYTON BALLET SCHOOL POLICIES.**