

DANCE
LIVES
HERE



2020-2021 STUDENT HANDBOOK



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WELCOME NOTE

We believe here at Montgomery Ballet that the benefits of art and dance go beyond the studio and performance. The art of dance helps to instill teamwork, discipline, self-esteem, goal setting, and so much more. This endeavor is no different than a family unit or a sports team moving forward together. The success of everyone is on the faculty, the student, and the families involved. A student's success will reach its highest potential with the support of everyone around that student and growth comes from a unified goal. The goal at Montgomery Ballet is not only to train in the highest quality but also to help each person become a better individual for the future and this can be accomplished through the work and commitment found in the art of dance.

ABOUT MONTGOMERY BALLET

Founded in 1958, the Montgomery Ballet School has proudly offered decades of dance education and community enrichment. The Montgomery Ballet expanded to include a professional company in 1987. Our students are provided an unparalleled experience to observe, be trained by, rehearse with, and perform alongside the professional company.

OUR MISSION

Inspiring, enriching, motivating, and empowering Alabama's River Region through education and the art of dance.

DANCE FACULTY

The Montgomery Ballet School features a team of professional instructors dedicated to providing a nurturing experience in the art of dance that will aid in the physical, intellectual and emotional development of students at all levels.

Our instructors are among the best in the state and include current and past members of the Montgomery Ballet professional company.

WAIVER OF LIABILITY

All students must be in good health and physically able to endure class. A waiver of liability must be signed by every student enrolling in the school. The Montgomery Ballet is not liable for injuries sustained on the premises of the studio or at performance locations. The Montgomery Ballet is not liable for any loss or damage to personal property.

OUR CURRICULUM

The Montgomery Ballet is dedicated to providing excellent dance education with a challenging and comprehensive curriculum designed to inspire young dancers and help them achieve their goals and dreams. We currently offer two educational tracks:

Academy of Dance

The Montgomery Ballet School's Academy of Dance focuses on developing and training students in the art of classical ballet. Class placement is based on the student's physical capability to learn the technique and his or her intellectual and emotional ability to commit to the program. Students are expected to train 2-4 times a week dependent on class level.

Recreational Classes

The Montgomery Ballet School offers recreational classes at all levels from basic to advanced; from age 2.5 to adult - in ballet and various other dance styles.

STUDENT PLACEMENT

Advancement is decided by the school administrator after consultation with the faculty; it is based on the student's physical ability to learn the technique and his or her intellectual and emotional ability to commit to the program. Please note that placement is to facilitate the student's capacity for learning and to ensure their success. These decisions are made with thorough evaluation and discussion amongst the faculty keeping the dancer's physical and emotional development in mind.

POINTE CLASS PLACEMENT

At the Montgomery Ballet School, we take pointe work very seriously. Pointe work can be dangerous and detrimental to the feet if a dancer begins too early. Our instructors and Artistic Staff take careful consideration for each student before recommending her to begin pointe work. Dancers must be at least 11 years old; take technique class a minimum of 3 times a week; attend class regularly; must demonstrate necessary foot and ankle strength; have the necessary flexibility in the ankles and the ability to maintain proper alignment. If a student attends a dance magnate school/program and is placed on pointe but does not quite meet the above requirements, our instructor may ask the student to work in flat shoes until they meet the requirements. Please understand that this is for the health and safety of the dancer and does not reflect negatively on them in any way.

Instructors will let the students know when it is appropriate to buy and bring shoes to class. **Please do not purchase pointe shoes on your own.** Each dancer has unique qualities to their feet and must be evaluated to ensure a proper fit. This is vital to the dancer's success. Thank you for your cooperation on this matter and understanding that we are looking out for the health and safety of all our dancers.

JACKRABBIT ACCOUNT

All Montgomery Ballet families are registered in Jackrabbit Dance, which we use as our database software. All families are encouraged to create a login and password. You can easily see what classes your child/children are registered for, make payments, and sign our annual agreements. Please see front office if you have any questions or feel free to call if you need help.

Jackrabbit First Time Login Instructions

1. Go to www.montgomeryballet.org and click the school Portal login (top right)
2. Select the blue "Forgot Password or Need to Get Started" link
3. Use email that we have on file and click Submit
4. A new password will be sent to your email after a few moments
5. Go back to the school portal login with your email address and new password, click Sign In
6. Read through & acknowledge all agreements (these are the same policies outlined in the Handbook); Finish by typing your name at the bottom.

- Now you are able to pay all student fees & tuition, see what classes you are registered for and see any news or updates that have been sent out by our school.

TUITION & FEES

Tuition is based on a ten (10 month) school year and provides 40 weeks of instruction. The student **registration fee** is \$35 per family/academic year and is due at the time of enrollment or the first day of instruction. **Recital fees** of \$95/student will also be charged at the time of registration to be paid in full no later than **31 January**. This fee is to help pay for costumes and theater expenses. If you choose *not to participate* in the spring recital you must let the school administration know *in writing* no later than **31 October**. Montgomery Ballet School does need to maintain 5 students in a class to provide adequate instruction and reserves the right to cancel a class due to low enrollment. Please be advised that production fees are non-refundable.

Monthly Tuition:

Calculated by number of instructional hours taken per week

	Monthly	Annually		Monthly	Annually
1 hour	\$50	\$500	6 hours	\$210	\$2100
1.5 hours	\$75	\$750	6.5 hours	\$215	\$2150
2 hours	\$95	\$950	7 hours	\$220	\$2200
2.5 hours	\$120	\$1200	7.5 hours	\$230	\$2300
3 hours	\$135	\$1350	8 hours	\$240	\$2400
3.5 hours	\$155	\$1550	8.5 hours	\$245	\$2450
4 hours	\$170	\$1700	9 hours	\$250	\$2000
4.5 hours	\$185	\$1850	9.5 hours	\$255	\$2550
5 hours	\$200	\$2000	10 hours +	\$260	\$2600
5.5 hours	\$205	\$2050			

Tuition: Extra Programs

	Monthly
Performance Rehearsal Fee – Montgomery Ballet School Students	\$50
Performance Rehearsal Fee – Non-Montgomery Ballet School Students	\$60
Drop In Rate (per class)	\$15
Professional Rate (per class)	\$12

School Tuition Payment Options

For your convenience the Montgomery Ballet offers two tuition payment options:

Full Year Paid in Full

Individuals who pay their tuition in full by the first day of the school year are eligible to receive a 5% discount. Please contact our office if you are interested in this payment option.

Monthly Tuition Payments

You have the option to pay tuition monthly in 10 equal installments. After the initial payment, recurring tuition will be posted to the family's Jackrabbit account on the 25th of the previous month. The family will have until the 6th of the month to pay all tuition and fees charged. A late fee of \$10 will be charged to the account on the 7th of the month. If tuition and fees are still **not paid by the 7th of the month, the student will not be able to take class** until tuition/fees are paid. Exceptions will be made on an individual basis and must be discussed with school administration PRIOR to the 7th of the month. Students will not be able to participate in open auditions if their financials are not in good standing.

Additional Fees

There are performance & costume fees associated with all performances and recitals.

Recital Fees

At the end of the year, students are expected to perform in our end of year school recital. This is so important because it allows the student to show family and friends how far they have progressed during the school year. The recital fee is \$95 per student and is charged upon registration. Each class performance will require a costume fee of \$70 per class. Recital fees can be paid incrementally during the first half of the year and must be paid in full by 31 December. *See Tuition and Fees, p. 3*

Audition/Performance Fees

Students will have several opportunities to audition for and perform in with our Professional Company. Performance and costume fees vary based on the production and the number of parts the participant is chosen for. Audition fees are \$10/performance audition and can be paid through Jackrabbit.

Class Card

Adult dancers (age 18+) may choose to purchase a class card at the front desk. The cards are good for 10 classes and cost \$120. The student is required to present the card to the Instructor at the beginning of class. The instructor will initial the card. Class cards may only be used for Yoga, Adult Ballet, or any Adult/Open style class. Please check with the front desk or current schedule.

DISCOUNTS

Montgomery Ballet offers the following discounts for its students. You may only use one discount per family:

Multi-Class Discount

Discounts will be applied for taking multiple classes per week. The discount is based on number of instructional hours/week and is capped at 10 or more hours (*see Tuition, p.4-5*). This applies per student.

Full-Year Payment Discount

Families paying tuition for the full year in August receive a 5% discount.

Military/VFW Discount

Families of active military personnel are eligible for a 10% discount for tuition. Must present valid military ID upon registration. Applies per family.

Referral Discount

A \$25 discount is offered to both the new registrant and referring student/family. This discount is one/referral and will be deducted from the next month's tuition.

REFUNDS

Tuition and fees are non-refundable. The school's policy is to make refunds to students in the general program in the form of tuition credit only. Credit may be given for medical reasons or school commitments only. A written statement from a physician or teacher is required. No credit is given for unused classes more than two months after the date of sale. Any problems due to unusual circumstances should be discussed with the school administration.

MAKE UP CLASSES

If a student misses class, they may take a make-up class at the same level or lower in the same style of dance.

STUDENT UNIFORMS & APPEARANCE

The following uniform is expected of all Montgomery Ballet students:

Creative Movement, Pre-Ballet, and Ballet I-IV: Appropriate level Montgomery Ballet leotard, pink ballet tights, pink ballet shoes (full sole for Ballet I-III; split sole if desired for Ballet IV). Hip alignment belts will be worn around the waist for Ballet I-IV and all Pointe classes.

Pre-Pointe/Pointe: Appropriate level Montgomery Ballet leotard, pre-pointe or pointe shoes and hip alignment belt worn around the waist. Students must be evaluated by the instructor to begin pointe work. Gaynor Minden pointe shoes are not recommended for Montgomery Ballet students and will not be allowed in class for beginner students.

Adult Ballet: Any style black leotard, pink tights and pink ballet shoes are recommended. Adults may wear form fitting athletic wear

instead of leotard and tights, if desired. Skirts are permitted.

Open Ballet/Company Class: Any style leotard, pink or black tights and appropriate ballet shoes/pointe shoes. Skirts may be worn if desired.

Men: Black tights, white solid t-shirt, black socks, black ballet shoes.

No skirts, shirts, or sweatpants are allowed in ballet class. Only adults taking class are permitted to wear such items. In the event of injury where these items may be necessary, the instructor must be notified prior to class regarding the need for these items. Warmers may be worn during winter months at the sole discretion of the instructor.

Jazz/Musical Theater: Appropriate level Montgomery Ballet leotard, black jazz shorts with black or pink tights, or black capri or full-length pants and black slip on jazz shoes. If the student chooses to wear shorts, they must also wear tights.

Tap: Appropriate level Montgomery Ballet leotard, black jazz shorts with black or pink tights, or black capri length pants and black lace up, jazz style tap shoes.

Contemporary/Modern: Any solid color leotard, black jazz shorts with black or pink tights, or black capri length pants. If the student chooses to wear shorts, they must also wear tights. Students may wear lyrical shoes or have bare feet for Modern and Contemporary classes.

Hip Hop: Athletic wear and sneakers.

Virtual Classes:

1. Install Zoom.us to an electronic device with a camera, such as a laptop, ipad or cell phone.
2. Make sure your device is connected to the internet during class time.
3. Please check your email for the Zoom ID that will be sent from info@montgomeryballet.org. Use the ID to join the class. (Zoom ID's will be changed regularly to ensure safety and privacy in our classes.)
4. Please clear out some open space in your household (6ft by 8ft) where your child can move with no physical obstructions. A ballet floor and portable barre are strongly recommended.
5. Make sure you set the camera where the instructor can clearly see your child so that proper instructions and corrections can be given.
6. Assure that your child is in uniform (please see above for uniform descriptions per class). Uniform is important to help students get into the spirit of class.
7. Try to minimize distractions during class time such as having the tv or radio on nearby. No cell phone use is allowed during class. Have a water bottle readily available during class time so that your child can stay hydrated.

Please see the following table for required Montgomery Ballet leotards:

<p>Creative Movement Pre-Ballet/Tap Tank leotard Light Pink</p> 	<p>Pre-Ballet Tank leotard Light Blue</p> 	<p>Ballet I Tank leotard Royal Blue</p> 	<p>Ballet II Tank leotard Purple</p> 
<p>Ballet III Camisole leotard Maroon</p> 	<p>Ballet IV Camisole leotard Navy Blue</p> 	<p>Ballet V Camisole leotard Black</p> 	<p>These are example leotards. You may purchase any brand.</p>

You can purchase all necessary uniform items at and any dancewear distributor. In Montgomery, the two dance stores are Dance Etc and Bou Cou Dancewear. **All students must be in full uniform no later than September 15th.**

APPEARANCE STANDARDS

A neat appearance is very important to learning the art of dance. The following is expected of all Montgomery Ballet students:

Women/Girls: During ballet, pointe and variations classes, hair must be pulled back off of the face and neck in a secure, neat bun using pins and a hair net. During all other classes, hair is allowed to be in a secure ponytail. Scrunchies and bun covers are acceptable. For safety reasons watches, bracelets, necklaces and other jewelry must be removed prior to class. Small earrings are permitted.

Men/Boys: During class, longer hair must be secured and off of the face.

Gossip Clause for Staff, Parents, and Students

In the studio, gossip is an activity that can drain, distract and downshift productivity. We all have participated in this, yet most of us say we don't like it. In order to create a more professional environment, we at Montgomery Ballet are making a commitment to change our atmosphere to be gossip free.

goss·ip n. Rumor or talk of a personal, sensational, or intimate nature. A person who habitually spreads intimate or private rumors or facts. Trivial, chatty talk or writing.

You will notice that gossip is a noun - which means it is something you DO. That also means that is something you choose to do – and you can choose NOT to do it. You enter into gossip by choice – you can opt out of the activity at work. In order to end gossip means to end a particular type of communications – and that can be talk or email communications.

- Gossip always involves a person who is not present.
- Unwelcome and negative gossip involved criticizing another person
- Gossip often is about conjecture that can injure another person's credibility, reputation

In order to have a more professional, gossip free workplace we will:

- a) Not speak or insinuate another person's name when that person is not present unless it is to compliment or reference regarding work matters.
- b) Refuse to participate when another mentions a person who is not present in a negative light. I will change the subject or tell them I have agreed not to talk about another.
- c) Choose not to respond to negative email or use email to pass on private or derogatory information about any person in the organization.
- d) If another person in the organization does something unethical, incorrect, against procedures, or disruptive I will use the proper channels to report this to the person in authority to take corrective action.
- e) I will mind my own business, do good work, be a professional adult or hardworking student and expect the same from others.

Gossip will not be tolerated. Gossip causing any harm upon anyone in the organization could lead to termination of contract or dismissal from the Montgomery Ballet.

PARENT EXPECTATIONS & GUIDELINES

Be On Time

Most of our students are reliant on their parents to make it to rehearsals and class. Tardiness and absenteeism, does not only affect your child but the whole class or group rehearsal. Thus, it is imperative that your child be on time to respect the set schedule and time of the whole company and to also assure for the best product. Moving forward at Montgomery Ballet, any more than two absents to rehearsal can result in removal from a production. In the event your child must miss rehearsal, this notification must be received two weeks in advance. In the case of an emergency please email the ballet at info@montgomeryballet.org.

STUDENT EXPECTATIONS & GUIDELINES

Be Respectful

Students are asked to be respectful to each other, all teachers, staff and faculty. Disrespectful behavior will result in dismissal from class. Reverence is expected at the end of class.

Be Present

You are expected to attend all required classes. This is your dance education; each class builds on the next.

Be On Time

Being on time is being late. Being early and ready is being on time. If you are late to class, please wait by the door for the teacher's acknowledgement and then politely ask if you may join class. If you are more than 15 minutes late your teacher may ask you to watch class. This is at the teacher's discretion.

Be Properly Attired

Students must be properly attired (*See Uniform and Appearance standards, p.6*) in their appropriate uniform, including all accessories, tights, shoes, and hairstyle. If you are not prepared, your teacher may ask you to watch class and you will owe the front desk \$1/day that you have an infraction.

Be Prepared

Students should have all materials ready for class including a notebook and pencil, if required. This is at the teacher's discretion.

Be Committed

Rehearsals for school performances are **mandatory**. If you have an emergency or a prior engagement you must inform the school administration in writing (via email) 48 hours prior to your absence. Failure to attend rehearsals may result in the student being taken out of the production or school recital. If consistently late to rehearsal student may be pulled from the production or school recital. Known conflicts must be given at the time of audition. **Two** unexcused absences are allowed per semester, as long as advance notification is given.

Cell Phone Etiquette

The use of cell phones is not allowed in the studio or waiting area. Prior to dance class, students are expected to prepare by engaging in warm-up exercises and stretches as well as get focused before entering the studio. The use of cell phones is allowed in the case of an emergency. During class (virtual or live), rehearsal or waiting in between classes, cell phones should be put away and silenced.

Signed,

Danny Mitsios
Artistic & Executive Director
The Montgomery Ballet

2020-2021 SCHOOL CALENDAR

August 2020

17 First Day of Virtual Training Program

September 2020

7 School Closed for Labor Day

8 First day of in person classes

October 2020

TBD Nutcracker Auditions

November 2020

6 or 7 Ballet and the Beasts (Tentative)

23-29 School closed for Thanksgiving

December 2020

1-3 Nutcracker in Tallahassee, AL (Tentative)
Mt. Vernon Theater

6-7 Nutcracker in Greenville, AL (Tentative)
Greenville High School

10-13 Nutcracker in Montgomery, AL (Tentative)
Davis Theater

21-3 Winter Break

January 2021

4 School open for spring semester

18 Closed for MLK, Jr. Day

22 Ballet and the Beast Alternate Date

February 2021

6 Mardi Gras in Greenville, AL (Tentative)

13 Mardi Gras in Pike Road, AL (Tentative)

20-21 Mardi Gras in Montgomery, AL (Tentative)

28 Mardi Gras in TBD (Tentative)

March 2021

16-20 Spring Break

April 2021

25 Spring Production in Alexander City, AL
(Tentative)

May 2021

2-3 Spring Production in Greenville, AL
(Tentative)

7-9 Spring Production in Montgomery, AL
(Tentative)

28 School Recital

Signatures

By signing below, I acknowledge that I have read the Student Handbook in full and understand the policies outlined. I understand that I am also responsible for maintaining the standards set in the Uniform and Appearance section. A copy of this agreement will be maintained by School Administration and annotated in our Jackrabbit system.

Student Signature:

Parent Signature:

Date:
