



YOUNG DANCER PROGRAM STUDENT/PARENT HANDBOOK

Young Dancer Program

Young Dancer classes introduce children to the joy of movement and music. These classes concentrate on creativity, group interaction, and classroom etiquette. Students in the Young Dancer Program participate in the annual winter and spring performances, *Petite Nutcracker* and *Petite Finale*.

Creative Dance

Creative Dance is a class offered for students ages 3-4 and focuses on rhythm, coordination, music and creativity. This is a 45-minute class that meets once a week for two 18-week semesters.

Pre-Ballet

Pre Ballet is designed for students ages 5-6. These classes encourage children to use their imaginations, work as a group, learn basic ballet movement, and proper classroom etiquette. This is a 45-minute class that meets once a week for two 18-week semesters.

Elementary Ballet

Elementary Ballet is an introduction to formal ballet training for 6-7 year olds. In this class students are introduced to ballet vocabulary and barre work while building flexibility of movement, dance exploration, and classroom etiquette. This class meets twice a week for 45 minutes for two 18-week semesters.

ADMISSION & REGISTRATION

The Young Dancer Program has an open enrollment policy. Students generally progress within their age group and after completing Elementary Ballet will be considered for Ballet I.

Students may register for the upcoming school year online by visiting www.grballet.com, or in person at the School Office.

TUITION

GRBS students enroll in two 18-week semesters. Tuition can be paid in full for the year (receiving an 8% discount), by the semester, or on a monthly payment plan (incurring an 8% charge per month). Monthly payment plans are automatically deducted the first Monday of each month from the credit card information provided. Scheduled holidays, breaks and weather-related school closings do not alter monthly tuition.

The Grand Rapids Ballet School maintains a policy of offering no refunds. All tuition is non-refundable whether or not the program in question has begun. Tuition will not be reduced or refunded due to common illness or family vacation. Students who wish to may schedule a make-up class through the School Office.

Scholarships/ Financial Aid

Each year GRBS awards over \$65,000 in financial aid to students who demonstrate financial need. The financial aid fund is made possible through contributions by the Brookby Foundation, Wege Foundation, Porter Foundation, and James H. Schindler.

Families are invited to apply for financial aid each August for the upcoming School Year and each May for the Summer Program. A scholarship/financial aid application can be downloaded from our website and should be turned in to the School Office with a copy of the family's previous year's tax return. All financial aid students are expected to keep their attendance in good standing, display exemplary behavior, and to respond to the need for volunteers whenever possible.

LEVEL PROGRESSION

Advancement from one class level to the next is done through an evaluation process. Progression is determined by both the student's age, as well as physical and mental preparedness for the challenges of the next level. Parents and students should not anticipate annual level advancement; students often spend two years in each level.

PERFORMANCE OPPORTUNITIES

Young Dancer Program

Students enrolled in Creative Dance, Pre-Ballet, and Elementary Ballet have the opportunity to perform for their family and friends each December in *Petite Nutcracker*, and each May in *Petite Finale*. Students demonstrate the skills they have learned throughout the year.

POLICIES & PROCEDURES

Policies of the Grand Rapids Ballet School

The Meijer Royce Center for Dance houses both the Grand Rapids Ballet and Grand Rapids Ballet School. With respect to those who work and attend classes here, we ask that if you choose to wait in our lobby that it is done in a quiet and organized manner, or you will be asked to leave. Below are policies for GRBS Families:

- Food and drinks are restricted to the lobby area
- Only plain water is allowed in the studios and theatre
- Cell phones are not allowed in the studios
- Students/parents/siblings are responsible for picking up after themselves; this includes garbage, bobby pins, Band-Aids, etc.
- All pianos are for faculty use only
- Students are expected to wait for class quietly in the lobby
- Valuables not stored in a locker may be kept in the School Office during classes and/or rehearsals
- GRBS is not responsible for lost or stolen items
- Animals (other than working service dogs) are not permitted in the building
- While waiting in the lobby, any sibling of a GRBS student must be accompanied by a parent/guardian
- **No filming or photography of classes or rehearsals**
- No cameras or recording devices permitted in Dressing Rooms

CODE OF CONDUCT

Code of Conduct

GRBS aims to provide a positive, creative working and learning environment for all of its students and faculty. Students and parents are asked to behave in a respectful manner. GRBS reserves the right to suspend or dismiss any student whose behavior is found to be unsatisfactory.

The following are forbidden at Grand Rapids Ballet School:

- Physical intimidation or injury
- Theft
- Verbal abuse
- Sexual Harassment
- Unacceptable public displays of affection
- Possession of drugs and/or alcohol: *Any student found using/possessing/under the influence of drugs or alcohol will be expelled.*
- Smoking: The Meijer Royce Center for Dance and Peter Martin Wege Theatre are smoke free facilities. Smoking is prohibited on the entire GRB grounds. *State law prohibits anyone under the age of 18 from smoking. Disregarding this policy will result in suspension and/or expulsion from the School.*
- Firearms or weapons of any kind
- Self-destructive behavior
- Intentional destruction or misuse of GRBS (or another person's) property
- Filming or photographing in the Dressing Rooms or bathrooms
- Inappropriate use of the internet
- Improper use of cell phones
- Slanderous or defaming comments about other students or faculty

Please report immediately any of the above actions to the School Office. Legal action will be pursued when necessary.

DRESS CODE

Students should follow the guidelines below regarding the Dress Code:

- If a student is not in proper Dress Code attire, he/she may be asked to sit and observe class
- No warmers in class
- Jewelry should be minimal (no bracelets or watches in classes or rehearsals).
- Shoes should be neatly sewn (no safety pins or tied elastics)
- Ladies hair must be neatly secured in a bun, short hair needs to be fastened away from the face.
- Gentlemen should have neatly combed hair; long hair secured away from the face.

Ladies

Soft pink leotard (attached skirt is approved, no separate tutu), soft pink tights, pink ballet shoes. All leotards must be solid colored tank, camisole or short sleeve styles.

Gentlemen

White fitted t-shirt (no big logos or writing), black leggings, black socks, and black ballet shoes.

GENERAL INFORMATION

Attendance

Students are expected to attend all scheduled classes. If a student is injured, they are instructed to observe class. When a child is sick (running a fever and/or contagious) they are asked to stay home to prevent exposing others to illness. Attendance is critical to a student's consistent improvement and advancement.

Please notify the School Office with all cases of absence, so that we can properly notate the absence in our records. Call (616) 454-4771 or email school@grballet.com.

Illness and Injuries

If a student is ill or injured but still able to attend class, we encourage them to come and observe as long as they are not contagious.

All injuries sustained in or outside of the ballet class must be reported to the School Office promptly. The School Office will document the incident and any medical guidelines.

Lost and Found

The Lost and Found is located in the School Office. The bin is emptied at the end of each month. Any items not claimed will be donated to the Armoire or Goodwill.

Communication

Families receive weekly updates from the School Office via email. GRBS also has a Facebook page that remains updated with information regarding upcoming events. **Please contact the School Office as soon as possible if you are not receiving the weekly email.**

Questions or Concerns

All questions and concerns should be directed to the School Administrator who will address your issue through the appropriate channels.

Parent Watch Week

Parents are invited to observe class during designated observation weeks. This is an opportunity to experience your child's ballet class. This observation is NOT open to the public (siblings, friends, etc.) but is for parents/guardians to observe their child's progress. Observation weeks and parent sign-up will be posted on the Parent Board in the School Lobby. Please note, there is no filming or photography during this parent watch class. The opportunity to take photographs will be after the class finishes.

School Closing/Cancelled Classes

When GRBS will be closed and/or have classes cancelled due to the weather, it will be posted in three locations:

- The Grand Rapids Ballet School Facebook Page
- WZZM13
- Email

As a general rule, if Grand Rapids Public Schools are closed due to the weather, GRBS will not hold classes.

GRBS Student Ticket Discount

All students enrolled full time at GRBS have the opportunity to purchase one ticket per GRB Company show at the starting discounted price of \$20.00. This ticket may be purchased at the Ballet Box Office, using your name and GRBS level, up to 48 hours prior to the scheduled performance. Please note, this student discount ticket is not available when purchasing tickets online through Ticketmaster. Offer is available for the student only. Offer is subject to availability.

TRANSPORTATION & PARKING

Meijer Royce Center for Dance/PMW Theatre Parking Lot

Families should only park only in legal parking spaces and drive slowly to avoid accidents. Vehicles need to enter from the Grandville entrance and exit onto Ellsworth to keep the flow of traffic moving. If you are dropping off /picking up a student, please do not park your vehicle in front of the building's main entrance.

Due to limited parking availability during performances at the Peter Martin Wege Theatre, the parking lot will be reserved for patrons beginning at 6:30pm (Thursday and Friday) and 1:00pm (Saturdays).

On busy evenings, please also consider the available parking in the Amtrak lot, located directly across the street from GRBS on Ellsworth Ave.

ADAPTIVE DANCE & OUTREACH

Dancing with PD

This program is the result of collaboration with Priority Health Care and Spectrum Health Services. In the spring of 2010 our three organizations joined together to bring *Dancing with PD* to the West Michigan community. *Dancing with PD* is an hour-long class for individuals with Parkinson's disease that teaches introductory ballet movement. Students gain flexibility, balance, increased coordination and range of motion.

Explorer Dance

Explorer Dance is a program offered for students ages 7 and older who have Down syndrome. In this class students learn concepts of rhythm, coordination, balance, and spatial awareness through a traditional ballet class. This creative environment allows students the opportunity to learn the fundamentals of ballet movement while discovering new possibilities. All students participate in performances throughout the year.

Dance Immersion

Dance Immersion offers students the opportunity to learn ballet right at their school. Through an application process, several schools are chosen to participate in the program, and through the cooperation of the principals, teachers and coordinators, every child in the school receives ballet class throughout the school year. In addition to ballet class, the students attend a Grand Rapids Ballet performance. Students from the program are also invited to engage in educational opportunities such as Escape to the Ballet, Lecture Demonstrations, and Master Classes.

GETTING INVOLVED

Annual Fundraising

The Grand Rapids Ballet School strives to provide its students with the highest quality of dance education. The dedicated faculty and pianists in our state of the art theatre and studios give students every opportunity to grow and discover in a safe, enriching environment. As a non-profit organization, tuition only covers a percentage of the cost of operating GRBS. Gifts from parents and alumni are a vital part of our Annual Fund. To discuss your giving options and benefits, please call the GRB Development Office at 616.454.4771 ext. 11.

Armoire

The GRBS Armoire is a sale made up of gently used dance apparel that is donated by GRBS families. The money raised benefits our scholarship fund. Armoire sale dates will be posted in the monthly newsletters

Parent Meetings

Meetings will be held at the beginning of each Fall Semester. Join our School Director and/or other members of GRBS faculty as they highlight our handbook and policies, and discuss the exciting opportunities for our students this School Year.

En Pointe

En Pointe is a dedicated group of volunteers that assists Grand Rapids Ballet with fundraising and audience development. Members plan special events, staff the boutique during Company performances, and provide many services to GRBS. Being a member of En Pointe is a great way to get involved and receive some wonderful benefits! Visit <http://www.grballet.com/support-us/volunteer/> for more information.