



WELCOME

Alameda Ballet Academy (ABA) thanks you for signing up for our program. We are dedicated to bringing quality classical dance education to the greater Alameda community. We seek to impart students with artistry, self expression, grace and musicality, while encouraging a love for the art of dance. In order to create a healthy and productive learning environment, we gently teach by using the principles of focus, discipline, physical fitness, critical thinking, teamwork, and, most importantly, respect. It is our belief that the seeds of commitment to excellence can and should be planted at a very young age, while maintaining an inspired, playful, creative atmosphere.

HISTORY

Alameda Ballet Academy and its affiliate performing company, Alameda Civic Ballet, were founded in 2003 by the Artistic Director, Abra Rudisill. Both the school and company were created to impart the best elements of the classical ballet tradition to local dance students and the surrounding community. In her lessons and leadership, Rudisill draws upon her 20 years of experience as a Prima Ballerina and Ballet Mistress with Oakland Ballet, and she seeks to carry on her artistic lineage through the education of Bay Area youth.

REGISTRATION

All students, new and returning, must submit a registration form, a signed liability waiver form, and payment for tuition. Please return the forms with payment as soon as possible to ensure your child's space in class. The school must always maintain current contact information for every student, and it is each family's responsibility to inform the school of any changes to that effect.

THE PROGRAM

The following levels are age ranges for student placement, however, these are only guidelines and students are assigned to an appropriate level, in accordance with the information provided about the student at registration and at the discretion of the Artistic Director. The teachers of ABA take great care in ensuring that each student is placed in a class that is appropriate to his or her age and previous training or experience. Students are evaluated twice a year for promotion to the next level. If you feel that your child has not been properly assessed, please call and make an appointment with the Artistic Director to discuss your concerns.

Please do not attempt to address your concerns or scheduling conflicts with the staff at the studio between classes or during rehearsals. There is not enough time for a quality discussion, so please do so by email or phone.

PERFORMANCES

Dance is an art form created for presentation before an audience and is a skill that needs to be practiced to be done well, just like anything else. Students are encouraged to perform in both our Nutcracker and the school's Spring Recital. A passion for performing and the skills it involves represents an important part of the performing arts education that we strive to teach and we hope that it will serve them well throughout their lives. Our students are the most precious seeds that we can plant to ensure a garden of arts for the future and to develop the audiences of tomorrow.

Students who wish to participate in a performance must, along with a parent or guardian, read and sign a Performance Agreement. The Performance Agreement includes a commitment to attend all relevant classes, rehearsals and performances. In signing a Performance Agreement, both students and parents are agreeing to take their commitment to ABA seriously and to make classes, rehearsals, and performances a top priority in their lives.

Recital Fees

All Alameda Ballet Academy students are invited to perform in ABA's Spring Recital. Students who agree to perform will be requested to pay a recital fee, amount to be determined.

Parental Assistance

"Many hands make light work" and successful performances can only take place with the assistance of many volunteers. Parents will be reminded to put their name on sign-up sheets that will be placed in a visible spot in the studio lobby. All parents are required to volunteer. It is the responsibility of the entire community to help keep art alive for our children!

PUNCTUALITY & CLASSROOM ETIQUETTE

In order to maintain an atmosphere that students can thrive in, students are asked to follow a few basic ground rules for the classroom and theater. Students must arrive prepared, properly dressed, and on time for all classes and rehearsals so as not to disrupt the entire group. Tardiness will be noted in the attendance book, and students who arrive late for class or rehearsal will receive a verbal warning the first time. Subsequent late arrivals without an acceptable excuse will result in a student being asked to observe rather than participate. Repeated and ongoing tardiness may result in the loss of performance roles and/or being excused from the school.

Parents of younger students can help by making sure your child uses the restroom before class as it is very disruptive if they have to leave during class. Students are requested to keep conversation during class to an absolute minimum. Cell phones are to be turned off before every class or rehearsal. No gum is allowed in the building. No food or drink besides water is permitted in the studios. Students are expected to show respect to the teachers and staff, the studio, to each other, and to approach their work with integrity, passion, and a positive attitude.

WITHDRAWAL POLICY

Alameda Ballet Academy's academic year runs from **September 6, 2011 to May 24, 2012**. Students are enrolled for the full academic year. **You are responsible for paying tuition unless you submit a drop/change form (which can be downloaded from our website) and withdraw from the school with 30 days notice.**

CLASS LEVELS

Alameda Ballet Academy consists of several levels, with relevant ABA attendance requirements as follows:

| | | |
|---------------------|---------------------|----------------------|
| MOMMY & ME | ages 3-4 | 1 class per week |
| PRE-BALLET | ages 4-5 | 1 class per week |
| BALLET 1 | ages 5-6 | 1 class per week |
| BALLET 2 | ages 6-8 | 2 classes per week |
| BALLET 3 | ages 8-11 | 3 classes per week |
| BALLET 4 | 11&up by invitation | 4 classes per week |
| Ballet 4/5 | 12&up by invitation | 4 classes per week |
| BALLET 5 | 13&up by invitation | 5 classes per week |
| BALLET FUNDAMENTALS | 10&up by invitation | 1-2 classes per week |

DRESS CODE

A neat and tidy appearance is a necessary element of the graceful discipline of ballet.

Hair

Pre-Ballet students should wear their hair pulled back in a secure ponytail. If they have short hair, it must be pulled away from the face. Please leave unnecessary hair accessories at home as they only cause distraction.

All levels except for Pre-Ballet must come to class with their hair in a bun or they will not be permitted to take class. During the first weeks of classes we will be giving instruction on how to properly wear your hair in class so that everyone knows what is expected of them. Dangly earrings, heavy bracelets, and other excessive jewelry are not permitted. All jewelry must be removed for Pas de Deux class.

Attire

Each level is required to wear a specific color leotard in class. This is a common practice at ballet schools affiliated with performing companies, and gives the students a sense of accomplishment as they progress to the next level. We will be ordering leotards, tights and shoes from a dance school distributor, Revolution Dancewear, at a substantial discount. During the first month of classes, we will determine the sizing for each child and provide an order form for parents to submit. The requirements for each level are as follows:

MOMMY & ME, PRE-BALLET: Pink tank leotard, pink tights, pink leather full-sole ballet shoes
BALLET 1: Light blue tank leotard, pink tights, pink leather full-sole ballet shoes
BALLET 2: Lavender tank leotard, pink tights, pink leather full-sole ballet shoes
BALLET 3: Burgundy tank leotard, pink tights, pink leather or canvas split-sole ballet shoes
BALLET 4: Forest tank camisole leotard, pink tights, pink leather or canvas split-sole ballet shoes
BALLET 5: Black camisole leotard, pink tights, pink leather or canvas split-sole ballet shoes

POINTE: Add pink pointe shoes (Note: We will not be ordering pointe shoes)

PAS DE DEUX: Add a ballet skirt or practice tutu

Please note: No skirts or other costume accessories are allowed in class with the exception that levels 4 & 5 may wear skirts during center floor work.

STUDENT TEACHERS

We are continuing our student teacher program as we have found that it is a wonderful way to teach our older students mentoring and leadership skills, and it is beneficial to the younger students by providing role models. All students ages 13 and up are encouraged to talk to the Artistic Director about this opportunity and will receive tuition credit in exchange. Students who demonstrate are asked to set good examples by being consistent in their attendance, arriving 15 minutes prior to each class to help set up and greet the students, and be professional in their appearance. (Demonstrators do not have to wear the dress code and may wear skirts, but must have their hair in a bun).

TUITION

Alameda Ballet Academy offers the following tuition payment plans, please view our website for each levels cost:

Monthly: Sign up for the full term, but pay tuition on the 1st of the month.

Semester: 5% off of yearly tuition if paid in two semester installments.

Yearly: 10% off of yearly tuition if paid in full for the full term.

Private Lessons = \$75/hr, \$50 per half hr
10% Discount for the lower level sibling or parent

Tuition payments are due on the 1st of the month. A \$20 late fee will be assessed if received after the 5th. Missed classes may be made up on an alternative day within two months. Classes are charged on a monthly basis, not a per class basis. We do not prorate.

SCHOLARSHIPS

Alameda Ballet Academy awards a limited number of scholarships and work-study positions to eligible students. To apply for a scholarship, please email the Artistic Director.

NON-DISCRIMINATION POLICY

Alameda Ballet Academy admits students of any race, color, sexual orientation, and national and ethnic origin to all the rights, privileges, programs, and activities accorded or made available to students at the Academy. It does not discriminate on the basis of race, color, sexual orientation, or national and ethnic origin in the administration of its education policies, admissions policies, scholarship programs or any other school-administered programs.

Example: Drop/Change Form:



ALAMEDA BALLET ACADEMY

Drop, Vacation or Schedule Change Form Due 30 days prior to Change

Class Level _____ Day(s) _____ Time(s) _____

Student's Name _____

Parents' Names _____

Address _____ City _____ Zip Code _____

Home Phone (s) _____ Work Phone (s) _____

Cell Phone (s) _____

Email Address (es) _____

My child will not be returning to ABA.

Your input is important. Please let us know why your child will not be continuing:

I understand that 30 days notice is required if my child is not going to return to the school and that full monthly tuition is due for the 30 day period.

My child will miss class during the month of _____ due to vacation. Dates _____. Full monthly tuition is still due for the month. We do not prorate, regardless of the number of classes attended. Classes may be made up within 2 months.

My child's class schedule is changing. The new schedule is:

Days _____ Times _____

Parent/Guardian Signature: _____

Date: _____