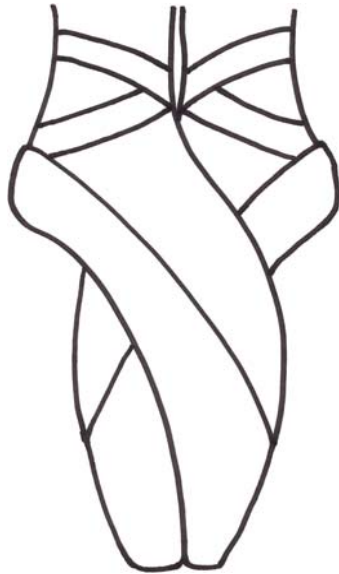


TTP
To The Pointe



Student ~ Parent
Handbook

- 1 While at To The Pointe
- 2 Attendance
- 3 Fees
- 4 Dress Code
- 5 Advancement Requirements
- 6 A Word on Pointe
- 7 Holidays
- 8 Lost and Found

While at To The Pointe

A cover-up is to be worn to and from the studio for all ages at all times.

Students are required to be in proper dance attire, meeting dress code, while attending class. Jewelry is not to be worn. Hair must be pulled back neatly off the face for all disciplines of dance. Ballet classes require the hair for females to be in a tight bun securely fastened. The use of a hair net or bun cover is recommended.

Although chewing gum, food snacks and soda are not allowed in the studio, plastic water bottles are recommended in class.

Parents may watch class from outside the studio. Although smiling is encouraged, please do not converse with your children or wave to them during class.

Attendance

Missed classes must be made up within one month of the absence. Please call the studio if you are going to be absent. Absences not called in prior to occurrence will be considered non-excused, and will not be eligible for make up.

Make up classes may be attended in one level lower or higher than your enrolled level and must be approved by the instructor.

Tuition adjustments will not be made for missed classes.

Proper warm-up exercises prior to dance are extremely important. Arriving 5 to 10 minutes early to warm up is recommended. For their own safety, students arriving 10 minutes or more late for class may not be permitted to participate in class.

Fees

There is a semi-annual registration and insurance fee of \$15.00 per family payable upon registration and at the start of each semester in March and September.

All tuition is due on the 1st of the month, and is late on the 6th of the month. A late fee of \$15.00 will be due if tuition is paid after the 5th of the month. If tuition has not been received by the 10th of the month, the student will not be allowed to participate in classes until all fees are paid.

Full tuition is due every month. Partial monthly payments or pro-rated payments are not accepted for registered students. If full tuition is not received for the month, the student will be considered dropped from the class and will need to re-register upon return. Tuition cannot be carried to successive months.

Returned voided checks will be charged a \$25.00 return fee.

Tuition statements are mailed monthly for payment.

General Dress Code

No street clothes are to be worn over your leotard and tights during class. No watches or jewelry are to be worn. Ballet knit sweaters, warm-ups and/or leg warmers will only be allowed when the studio temperature merits (adults excepted). Elastics shall be sewn in to all ballet shoes. All female ballet students are to wear ballet cut leotards in the level assigned color, ballet pink tights, and pink ballet shoes.

The wearing of underwear under your leotard is discouraged, and is the equivalent of wearing underwear under a swimsuit. If you wear underwear under your leotard, it must be flesh colored with the leg cut high enough that it will not be visible. This type of dance underwear is available for purchase at many dance stores.

Most dancers do not need to wear bras/sport bras under their leotards as well. Should you need extra support in that area, please choose appropriate leotards to conceal said bra.

You would not go to school with your underwear and bra straps showing... please do not do it here.

All pointe / demi-pointe shoes must be approved by your dance instructor prior to sewing on ribbons or elastics.

All male ballet dancers are to wear a fitted plain colored t-shirt or leotard, black leggings, sweat pants, or bike shorts, dance belt or compression shorts and black or white ballet shoes with matching socks.

Advancement Requirements

Advancement opportunities are available semi-annually at the start of the new semesters in March and September.

Pre-Ballet

Student must be a minimum of six years old upon advancement into level 1A and show a readiness for more structured and serious training.

Levels I – II

Student must show an improvement in technique, knowledge, and strength. Parents as well as Student must be willing to commit to attendance to the next level's classes.

Ballet I ~ 1 class per week

Ballet IIA & B ~ 2 classes per week

Ballet IIC ~ 2 minimum, 3 recommended classes per week

Levels III

Along with the above, student must attend or make up at least 80% of their required classes.

Ballet IIIA ~ 3 classes per week

Ballet IIIB & C ~ 3 minimum, 4 recommended classes per week

Levels IV

Along with the above, student must attend or make up at least 90% of their required classes.

Ballet IV ~ 4 minimum, 6 recommended classes a week.

Minimum class requirements for all levels refer to ballet technique classes.

A Word on Pointe

Students must have reached a study level of Ballet III or higher and be a minimum of 12 years old. Prior to this age, one cannot be sure without an x-ray whether or not the process of ossification has begun in the bones.

Advancement onto pointe is on a case-by-case basis. Each student is different and when *or if* a student is ready to study pointe will be based on acquired technique, strength, and foot/ankle flexibility.

Unfortunately not every student will be suited to study pointe work. The study of pointe work without enough or too much foot/ankle flexibility, beginning at too early an age, or beginning without proper strength and technique, is dangerous and can have serious health repercussions as the student becomes older, some problems not showing up until adulthood.

Holidays

To The Pointe will be closed on the following days:

New Year's Eve

New Year's Day

President's Day Weekend

Spring Break (1 week TBD)

Memorial Day Weekend

4th of July

Summer Break (1 week TBD)

Labor Day Weekend

Halloween

Thanksgiving Day

Friday and Saturday after Thanksgiving

Christmas Eve – End of the Year

Tuition is based upon the studio being closed these days and no adjustments to tuition will be made.

We strive to keep our dancers dancing as much as possible, but need to recoup and perform studio maintenance occasionally.

Lost and Found

All non-food related items left at To The Pointe will be kept in the Lost and Found for 30 days.

After 30 days, said items become the property of To The Pointe to be disposed of as seen fit.

All food related items (water bottles, containers, etc) will be thrown in the trash by the end of the day.