

Affirmation Ballet Company & Performing Arts Centre
School Policy, Covenant & Agreement – 2021-22 www.affirmationperformingarts.com
Please read entire policy and agreement.

Upon acceptance, the commitment for ABPAC, students and parents, is for the duration of the session or academic year; Session I – September through May, Session II – Summer 2021 with an obligation to honor the specifics of our commitment by observing the rules set forth and stated in the school policy. The school is obligated to provide all confirmed classes as scheduled maintaining our dedication to the highest standard of technical training, as well as, spiritual growth and support, creating a Christ centered and affirming atmosphere for learning and enjoyment. ABPAC is a professional school with Godly principles and accountability entering a partnership with students and parents to seek to be committed to these standards and principles of training at ABC with us. We recognize not all students studying the disciplines offered have professional aspirations, however it is an important objective of the school and its faculty to provide that higher level of training and life applicable experience to grow. Thank you for respectfully and prayerfully considering OUR commitment and agreement to one another as we proceed into this year of training and experience.

- 1) TUITION ACCOUNT – Payment & Adjustments: The financial obligation is for the duration of the session. Session I – September through May (9 monthly payments) Payment is due by the 1st of each month unless otherwise set up at time of enrollment. Additional discount for tuition paid annually. Payments NOT received in the school office by the due date of the 1st will be subject to \$10.00 late fee (not received by the 7th of that month). There is a \$30.00 fee for all returned checks. "Holiday" months are not affected; tuition is based on number of weeks in the session not weeks in the month. Delinquent accounts, in excess of two weeks past due date with no communication to the school office, will result in student not being admitted to classes until account is brought current. ANY outstanding balance not paid within thirty days (i.e., tuition, late fees, costume payments) will result in student not being admitted to classes, rehearsals or events, until account is brought current. If a student drops from the school WITHOUT communication or written notice you are responsible for the remaining balance of the session enrolled in. Adjustments, credits or refunds will not be given for missed classes and credit CANNOT be forwarded. (See item #3, ABSENCE). Financial agreement on second page of enrollment form.
- 2) ATTENDANCE – Arrive ahead of scheduled class time. It is distracting and disrespectful to the class and teacher for a student to walk in late. A student more than ten minutes late (without communication or approval) will not be admitted to class to participate but will be required to observe class. We recognize on occasion tardiness is unavoidable. Students are to wait for an appropriate break in class to enter and EXCUSE yourself. DO NOT enter class when the music is playing and/or teaching is in progress. Be respectful. We also begin each class with prayer, please practice punctuality!
CURRICULUM REQUIREMENTS: Additional information about curriculum for all classes – page 3 of information package.
Level 2-2A-3 – Syllabus recommends students to attend a MINIMUM of two technique classes per week.
Level 4, 5, 6 – Three or more technique classes per week.
Pointe / pre-Pointe classes are additional.
Contemporary/Jazz/Modern classes are additional.
- 3) ABSENCE – If a student will be absent from class the school should be notified, before not after the class. Leave a voice mail or text on the mobile 727.412.3897 or email affirmationballet@outlook.com . Please do not text or email teachers. Exception – upper level students. The privilege of making up a missed class is available for level 4-6 if the school is notified in advance, the absence was due to serious matter and tuition account is current. Consideration is made if it is necessary a student drop classes for a month or more due to medical reasons with a doctor's written advice. Adjustments, credits or refunds will not be given for missed classes and credit CANNOT be forwarded. Regular absences may result in the student having to move to a lower level.
- 4) 4. SCHEDULE ADJUSTMENTS – After enrollment acceptance. ANY changes of schedule or classes a student may attend must be approved in advance by the director.
- 5) HOLIDAYS: page 7. Refer to website for applicable dates. www.affirmationperformingarts.com

Continued:

November – Thanksgiving week

December / January – Christmas/New Years – Winter Break / MLK Day (Monday)

March / April – Easter, Spring Break

May – Memorial Day

July – Independence Day

- 6)** GENERAL INFORMATION – NO food, drinks, candy, chewing gum, etc., permitted in the dance room. Absolutely no cell phones in the studio and on mute in the waiting room. Please help to keep the dancers waiting room clean... at least clean up after yourself! Thank you.
- Parents of younger children (under 9 years of age) please escort them upstairs and then wait in the downstairs lobby. When their class is dismissed, they will be escorted downstairs by an adult to meet you. We do not bring your child to you in the parking lot or by the door you must come in to pick them up. If you are late, we will bring them back upstairs to wait for you, at which time you can meet them upstairs. We will not leave your child alone downstairs to wait for you.
 - COMMUNICATION – We are trying to make communication easier and more efficient for all of us! We are asking ALL our families to please follow us on Facebook, and we continue to use email. We recognize written information does not always get hand delivered. Using Email / Facebook and or Instagram you will know communication has been sent home. Your active email is used for school communication only. Your email address is NOT shared. Please make sure we have an updated email address for you.
 - Facebook – [affirmationballetandperformingarts](#), Email – affirmationballet@outlook.com. Instagram - [affirmationballetco](#)
- 7)** ATTIRE / Dress Code – Wear the appropriate shoes for the class you are taking. No sweatpants or t-shirts are to be worn in class. Level 4-6, short wrap skirts may be worn (black only) dance shorts, capris may be worn in Jazz, Modern only. (all students) - Always wear a cover-up over dance clothes to and from class, special performance and events. Dance shoes should NEVER be worn outside.

BALLET: Women/Girls – Pink tights (footed – convertible tights for L3 – 6) Pink leather ballet shoes** (not slippers) Upper level (4-5-6) canvas can be worn for class – leather for performances. *Pointe shoes, teacher approval.* Leotard – colors, as per level; See page 2 of enrollment form for applicable requirements.

Men/Boys – Black (footless) tights w/ jazz pants / boys – shorts, Solid t-shirt, black or white ballet shoes. White leather ballet shoes for performance.

CONTEMPORARY/JAZZ/MODERN: Women/Girls – Solid leotard, black (fitted) dance shorts or capris, tan jazz oxfords (slip on) barefoot or foot undies – Modern. Tan tights for performance in these disciplines, unless otherwise instructed.

Men/Boys – Jazz pants (fitted), t-shirt, black jazz oxford.

CHARACTER/SPANISH: (if applicable) women - black skirt, black character shoes. (1 inch heel)

HAIR / JEWELRY: For ALL classes; Shoulder length or longer is to be securely and neatly up in a bun off the face. Ponytails ARE NOT acceptable in ANY class. Shorter hair must be off the face with a hair band. NO necklaces, watches, bracelets, oversized earrings, anklets, etc., are to be worn in dance class, rehearsals or performances.

**About your shoes: Please make sure shoes are fitted correctly. Children's ballet shoes should not be purchased with "room to grow". They should be soft leather so that it will conform to the foot. (Leather shoes will also stretch out as they wear them). Dance shoes are made for the dance floor and are not to be worn outside. ALL pointe shoes must be "teacher approved".

Thank you for taking the time to read and understand all the information in the school policy, covenant and agreement. Enrollment application and additional information about our school is enclosed. Please complete the application and return with listed requirements. Conferences are always available during the session by appointment. The faculty and staff at Affirmation are looking forward to this season with you and your family.

**Gratefully,
Andrea Sanders, Director**