



## STUDENT/PARENT MANUAL 2023/24

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[www.schoolofatlanticballet.ca.com](http://www.schoolofatlanticballet.ca.com)

<https://www.facebook.com/SchoolofAtlanticBallet>

\*REGISTRATION LINK : [School of Atlantic Ballet Atlantique \(dancestudio-pro.com\)](http://dancestudio-pro.com)

### 2023/24 Session Dates

**Fall:** Sept 18<sup>th</sup> to Dec 9<sup>th</sup>, 2023 (Saturday classes begin September 30<sup>th</sup>)

**Winter:** January 8 to March 23, 2024

**Spring:** March 25<sup>th</sup> to June 6<sup>th</sup>, 2024

## Calendar

The School is closed on the following holidays:

- Labour Day, Monday, September 4, 2023
- Thanksgiving Day, Monday, October 9, 2023
- Remembrance Day, Monday, November 13, 2023
- Christmas Break, December 23, 2023, through January 7, 2024
- Family Day, Monday, February 19, 2024
- Good Friday, Friday, March 29, 2024
- Easter Monday, Monday, April 1, 2024
- Victoria Day, Monday, May 20, 2024

## Performance Dates

December Showcase: December 7 and 8, location TBC

Musical theatre Production Week: May 20th to 25th at Wesleyan Church

Ballet Production Week: June 3rd to 6th at Capitol Theatre

## Entrance and Drop Off

Please use the entrance off the Gordon St. parking lot. Lower staircase door will be locked after 6:15pm, so please gather in the entranceway 15 minutes prior to your class time. The class teacher will let students in before the class.

**\*\*VERY IMPORTANT: Class teachers will NOT be available to let students in after the class has begun. Please be on time for class.\*\***

## Storm Policy

**Classes are not automatically cancelled with school closure.**

Please call the school at 383-5951 ext.101 (9am-1pm M-F), the School Cell at 378-4302 or check updates on our Facebook page at

<https://www.facebook.com/SchoolofAtlanticBallet>

**The School is not open if city buses are not running or there is a power outage.**

**We cannot guarantee that all classes will be rescheduled, and refunds will not be given for classes cancelled due to weather.**

## **Tuition, Fees, Withdrawals, Cancellations**

- **Registration must be completed through the Dance Studio Pro System:** [School of Atlantic Ballet Atlantique \(dancestudio-pro.com\)](http://dancestudio-pro.com)
- Full session fees are **due before the first class of each session** (Sept, Jan, and March) unless payment arrangements have been made with the Director.

Refunds will not be provided after the second week of the session. Withdrawal notice must be provided to the Director (not the Instructor). Exceptions will be made for valid medical reasons. Absenteeism does not warrant notice.

Refunds will be provided based on the semester tuition less the tuition for classes scheduled (regardless of attendance) less the administrative fee. Refunds will be issued through the Dance Studio Pro system only; cash refunds will not be issued.

The School reserves the right to:

- Cancel and/or modify classes with insufficient registration. In this event, fees for cancelled classes will be refunded.
- Change and substitute teachers as necessary.
- Arrange make up classes if necessary. Every effort will be made to provide as much advance notice as possible.

Trial Classes are available with the permission of the Director. These are pre-arranged on an individual basis. Trial classes cost \$25 for any class, which is deducted from the final tuition if a student fully registers.

The School applies the following administrative fees:

- \$30 – non-sufficient funds; returned payments
- \$35 – administrative fee for refunds

## **Class/Rehearsal Schedule – Musical Theatre**

Should a class be cancelled due to weather or instructor absence, every effort will be made to arrange a make-up class.

## **General Information**

Students with any injuries are to inform their teachers prior to class. Students unable to participate in class due to injuries are welcomed and encouraged to come observe.

**Please remove all street shoes BEFORE entering the studio area.**

In order to participate in pointe classes students are expected to meet the necessary strength and technical requirements. This assessment will be made by the pointe class teacher.

We welcome your questions concerning the progress of your child. We do however ask that teachers not be requested to take time out of their teaching schedule to meet with you. You are invited to leave a message for your child's teacher with the program director or on the information line (383-5951 ext.101, school cell 378-4302). Teachers will respond to your question and concerns as soon as possible.

For concerns regarding teachers, questions, updates and feedback regarding scheduling and class structure/content, please contact our Program Director at 383-5951 ext. 101 or [centre@atlanticballet.ca](mailto:centre@atlanticballet.ca).

### **Dress Code & Expectations**

**\*\*Due to an unforeseen change in suppliers, please discuss dress code with your class teacher, and wear what you own for the time being. We have some gently used items on hand, please ask Yuliia.\*\***

#### **Ballet:**

- Pre-Ballet, Pre-Primary, Primary Ballet & Pre-Intermediate: Light Blue Capezio Princess leotard and pink tights with pink canvas ballet slippers.
- Intermediate 1 and 2: Royal Blue Capezio Princess leotard, pink tights with pink canvas ballet slippers.
- Advanced Ballet: Black leotard, pink tights and pink canvas ballet slippers.
- Intermediate 2 and Advanced Ballet: Pointe shoes, wrap skirt.

**Contemporary Dance:** White t-shirt, black shorts/leggings.

**Character Dance:** Character shoes and character skirt (knee length or just below the above the knee).

**Adult Ballet:** Comfortable workout clothing; ballet shoes or cotton socks.

**Musical Theatre:** Comfortable workout clothing and jazz shoes for dance class. No outdoor footwear permitted in the studios.

## **Student Code of Conduct**

Our goal is to create an environment where students feel both nurtured and challenged. At the same time, our instructors maintain appropriate order, safety and discipline to ensure a safe, positive and educational environment, we reserve the right to refuse admittance to any person who jeopardizes our ability to provide such an atmosphere. Disrespectful or disruptive behaviour or language in class is not appropriate and will not be tolerated.

The School of Atlantic Ballet strives to maintain a positive learning environment for its students. Please be courteous in your dealings with our teachers, staff and board members. Parents displaying disrespectful or inflammatory behaviour or conduct will be asked to leave the school and such behaviour may result in the discharge of their child from the class and program.

**Bullying, harassment, and intimidation of fellow students will not be tolerated.**

Any such behaviour on the part of a student may result in dismissal from the class and ultimately in suspension from the school.

### **The school respectfully requests the following:**

1. Students are to display a courteous manner at all times and comply with the rules of the school.
2. Students are to conduct themselves in a manner that does not interfere with others use and enjoyment of the facilities.
3. Students are to arrive on time for class and rehearsal (calculate 10-15 minutes before class to allow time to change and stretch).
4. That students do not wear jewellery (small earrings are OK).
5. Students are to arrive fully groomed – hair must be up and out of the face for all classed and rehearsal (proper ballet bun required for all ballet and pointe classes).
6. Students arrive with the proper class uniform – no substitutions.
7. Students or parents inform reception beforehand if they will be late or absent.
8. Disruptive classroom conduct, chronic tardiness and inappropriate behaviour or appearance may result in dismissal from class.
9. That students respect all studio equipment (no hanging off or leaning against barres, piano and no touching of sound/stereo system).

10. No electronic devices are to be brought into the studio (cell phone, iPods, mp3 players) – please leave these items in the change room or at home (We are not to be held responsible for lost or stolen articles)

**A student may be disciplined for failing to comply with the Code of Conduct**

### **Teacher Code of Conduct**

All School of Atlantic Ballet teachers have the requisite experience and qualifications appropriate to the levels and techniques being taught. All our teachers undertake to:

1. Work in an open and cooperative environment with all students and their families
2. Recognize and respect uniqueness, dignity and potential of each individual student
3. Act in such a manner as to promote and safeguard the interests and wellbeing of all students
4. Apply appropriate teaching aims and assessment procedures to students and ensure that students and families receive or have access to advice when necessary
5. Use flexible teaching skills to create a productive learning environment.

### **2022-23 Faculty & Administration**

**Atlantic Ballet:** Igor Dobrovolskiy, Artistic Director; Susan Chalmers-Gauvin, CEO

**Administration:** Christie Goodwin, Director, School of Atlantic Ballet

#### **Ballet/Dance:**

Yuliia Shevchenko, Principal  
Stéphaine Audet  
Olga Petiteau  
Eldiyar Daniyarov  
Terry Du

#### **Musical Theatre:**

Miguel Roy, Theatre  
Justin Guignard, Music  
Yuliia Shevchenko, Dance

**\*\*Private ballet lessons are available on an individual, first-come, first serve basis.**