

# **school of** SACRAMENTO BALLET



## **student handbook**

# contact information

## Administrative Staff

Jorge Laico, School Director

Karen Kamilos, Children's Division Lead

Chelsea Blake, School Administrator

Marissa Tidrick, Program Coordinator

Genevieve Szaly, Social Media & School Events

Front Desk Team: Mel Quecke, Mireya Mendoza,  
Lisa Genovese, Maria Ferraro

2420 N Street Sacramento CA 95816

Free parking in lot behind building off of  
O Street between 24th & 25th Streets

School: (916) 552-5800 press 3 for school  
frontdesk@sacballet.org

Ticketing: (916) 552-5810 tickets@sacballet.org

# welcome

Dear Students and Families,

I would like to welcome each and every student and all families to another beautiful and promising year at School of Sacramento Ballet!

Our school continues to provide the best dance education while making sure to provide a safe, clean, and nurturing environment for all of our students, staff, friends, and families. As our professional ballet company, Sacramento Ballet, launches its 69th ballet season, we too embrace new possibilities by adding a new performance opportunity for students with Ballet in the Park on Sept 16, 2023. Our annual Nutcracker Tea will be on November 5th. We continue to share the stage with Sacramento Ballet's production of Nutcracker and our Spring Recital Performances for the Student Division and Pre-Professional Division will be at Hiram Johnson High School in May. The Children's Division Recital will continue to be held at the Studios.

Our conservatory style approach through a graded syllabus for our Children's Division, Students Division, through Pre-professional Division will enhance your student's experience. We continue to bring top rate teachers and staff that are committed and dedicated to your young dancer's happiness, well-being, passion, and dreams. Thank you for your trust, support, and being a part of our arts community.

I look forward to seeing the growth, confidence, and joy of each dancer this year.

Sincerely,

Jorge Laico  
School Director

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# important dates

August 21, 2023: Classes Begin

September 4, 2023: CLOSED Labor Day

September 9, 2023: Nutcracker Auditions

September 16, 2023: Ballet in the Park @ William Land Park Pavilion

October 31, 2023: No Classes – Halloween Night

November 5, 2023 : Nutcracker Tea @ 1:00 & 4:00 PM

November 22-26, 2023: CLOSED Thanksgiving Break

December 9-23, 2023: Nutcracker Performances

December 17, 2023 – January 2, 2024: CLOSED Winter Break

January 3, 2024: Classes Resume

January 15, 2024: CLOSED Martin Luther King Day

February 3, 2024: Master Class Series # 1: Pas de Deux

February 19, 2024: CLOSED Presidents Day

March 18-23, 2024: Parent Observation Spring

March 25-30, 2024: CLOSED Spring Break

April 1, 2024: Classes Resume

April 6, 2024: Master Class Series # 2: Contemporary Dance

May 4, 2024: Children's Division Recital

May 10 & 11, 2024: Student & Pre-Professional Division Recital

May 11 & 12, 2024: Second Company Performances

May 18, 2024: Last Day of Term – All Students

June 10 - July 12, 2024: Senior Summer Intensive

June 17-21, 2024: Children's Camp #1

June 24-28, 2024: Children's Camp # 2

July 1-5, 2024: Young Dancer's Intensive Week 1

July 8 -12, 2024: Children's Camp # 3

July 15-19, 2024: Children's Camp # 4

July 15 - August 2, 2024: Junior Intensive

July 22 – 26: Young Dancer's Intensive Week 2

**We may require Saturday attendance at rehearsals for the end of year performances in April and May**

## Monthly Cost

### Children's Division

<b>Movement and Music</b>	<b>\$65</b>
<b>Creative Movement 1</b>	<b>\$90</b>
<b>Creative Movement 2</b>	<b>\$90</b>
<b>Preparatory Ballet</b>	<b>\$100</b>
<b>Ballet Fundamentals</b>	<b>\$165</b>

### Student Division

<b>Level 1</b>	<b>\$185</b>
<b>Level 2</b>	<b>\$260</b>
<b>Level 3</b>	<b>\$360</b>
<b>Level 4</b>	<b>\$460</b>
<b>Level 5</b>	<b>\$480</b>
<b>Level 6</b>	<b>\$485</b>

### Pre-Professional Division

<b>Pre-pro 1, 2, &amp; 3</b>	<b>\$490</b>
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## Enrollment Policies

The annual registration fee is \$80 per student capped at \$125 for families and is non-refundable.

Monthly payments are processed automatically through JackRabbit on the 1st of every month. If payment is not received by the 10th of the month a \$50 late fee will be incurred. Tuition payments must be received monthly for your student to participate in class. Payment by cash or check can be made at the front desk before the 10th to avoid the late fee. There is a \$25 returned check fee.

There are 36 weeks of classes and you are paying 9 equal payments. The first payment is in August and the second one is charged to the card we have on file on Oct 1, 2023.

If you are interested in paying for the full year in advance, please see one of the Front Desk team members to make the payment.

There is a commitment deadline and fee for various performing opportunities. Tuition must be up to date for your student to participate in performances and other special events.

You are required to give a 30-day notice to leave the program. Tuition will continue to accrue whether or not your student is in class.

### Boys/Young Men:

Boys/young men enrolled in the Student Division in Levels 1-3 are given a 50% discount. Young men in Level 4 and above will receive 100% tuition if they commit to all classes. Attendance will affect scholarships.

# dresscode

## Girls, women, and female identifying dancers

### Leotards

**Each level is represented by a specific colored leotard.**

Leotards may be purchased from Capezio Sacramento, school students regularly receive 10% off. They welcome phone-in orders, and offer free delivery to the studio as an option.

3839 H St, Sacramento, CA 95816 (916) 452-2255

### Children's Division (all classes)

Any soft pink leotard

### Student Division

Style #SE1012C/W

Level 1 Light Blue (LBL)

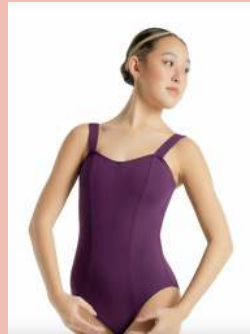
Level 2 Burgundy (BUR)

Level 3 Hunter (HUN)

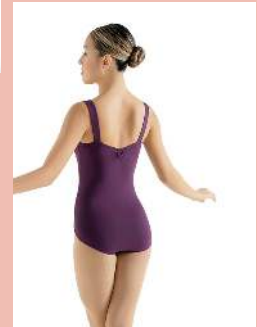
Level 4 Scarlet (SCR)

Level 5 Aubergine (AUB)

Level 6 Indigo (IND)



Style #SE1012C/W



### Pre-Professional Division

Style #SE1012C/W

Pre-Professional 1 Navy (NAV)

Pre-Professional 2 Black (BLK)

### Tights

**Children's Division**—Pink/skin tone tights—Footed or Transitional

**Student Division**—Pink/skin tone tights—Transitional

**Pre-Professional Division**—Pink/skin tone tights—Transitional

## Boys, men, and male identifying dancers

Black shorts/leggings, white t-shirt and black ballet shoes.

# dresscode

## Ballet Shoes

Pink/skin tone ballet shoes with sewn elastic. Drawstrings must be tucked in. Either split or full sole is acceptable. Slipper style shoes are not acceptable.

## Hair

Proper hair is an important part of ballet etiquette. Hair should be pulled away from the face and neck in a ballet bun. Short hair must be secured back away from the face.

## Jewelry

No Jewelry except post earrings. No smart watches or Fitbits.

## Warm-up Clothes

No warm-up clothes or cover-ups may be worn in class.

### **Please note:**

All students must wear cover-ups and different shoes when arriving at the the school. Ballet shoes should never be warn outside.

## Pointe Shoes Level 4 & Up

All pointe shoes must have sewn elastics and ribbons. Any strings or torn material hanging off the tips must be removed. First instructions will be provided by the teacher in class. Level 4 students, do not purchase your pointe shoes until after you pass the Pointe Shoe Test and once the School Director instructs you to.

## Ballet Skirts

Skirts may be optional for some pointe and variations classes at instructor's discretion.

# rules & policies

## Drop Off/Pick up

All students should enter and exit from the building using the Sacramento Ballet entrance on the south side of the building from the parking lot.

We ask that all students check-in at the front desk for security reasons.

Please note that Sacramento Ballet is not a child-care provider. Our fees do not reflect supervision outside the studio. Students must be picked up at the time their class ends. If you are unable to pick your child up in a timely fashion, kindly call the front desk to make them aware. Parents will be charged a fee of \$5.00 per 15 minutes for any time the staff must wait beyond the allowed pick up time.

## Parents in the Hallways

At this time, parents and family members will not be allowed in the building to wait for their child. They will be allowed to use the bathrooms while waiting.

## Attendance

Students are expected to attend every class for which they are scheduled. Consistent attendance is critical to progress. Please make sure your child arrives to class at least 5-10 minutes before class begins, ready to learn and work. Late arrivals disrupt class concentration. Students late to any class may be asked to sit and observe.

Please enter any absences your child may have through the Parent Portal.

Missing more than 10% of classes, will affect participation in performances and may require repeating the level the following year.



# rules & policies

## **Make Up Classes:**

To schedule a make up class please call the front desk.

Dancers in the Children's Division, Level 1, or Level 2 should take a class in their same level on a different day/time.

Dancers in Level 3 and above may take any class in a lower level with prior teacher approval.

## **Sickness and Injuries**

In the event of an illness please keep your child at home, enter the absence in the Parent Portal and notify the front desk as soon as possible. Injured students are asked to observe required classes and rehearsals while recovering from injury. If they're under the care of a doctor, a doctor's note/release letter is required.

## **Ballet Classroom Etiquette:**

Talking in class is not permitted. If a student has a question, they should raise their hand and wait to be called on.

Only bottled water is allowed in the studio. Eating and drinking is allowed in the hallway. Students **MUST** clean up after themselves. Students should not touch or place anything on the pianos or electronic equipment.

All electronics must be silenced and kept in a dance bag. Sacramento Ballet is not responsible for any missing valuables. Students are responsible for keeping their belongings secure.

Children's Division students should store their items in the black cubbies. Student and Pre-professional division students should store bags in the hallway next to their classroom.

# code of conduct

It is the policy of School of Sacramento Ballet to maintain a positive and productive learning and working environment for all students, staff and dancers. As part of their training, students are expected to behave in a responsible and disciplined manner and to adhere to the rules and regulations in this document, both inside the Sacramento Ballet facility and outside in the greater community when representing School of Sacramento Ballet or the Company.

School of Sacramento Ballet strives to ensure that all rules are clear and reasonable, and students are expected to observe the established Code of Conduct. Sacramento Ballet reserves the right to suspend or dismiss any student whose conduct or attitude is found to be unsatisfactory.

School of Sacramento Ballet emphasizes discipline, focus, a positive attitude and proper classroom etiquette.

We will utilize a “Three Strikes Rule” regarding disciplinary action. A “Strike” is applied when a student does not fulfill the rules, procedures, and standards of conduct as outlined in the Code of Conduct Agreement.

How the Three Strikes Rule works:

- 1st Strike - Warning by Faculty or staff member; the student is reported to School Director.
- 2nd Strike - Disciplinary meeting with School Director; phone call to parent or legal guardian.
- 3rd Strike - Parent or Legal Guardian meeting with School Director.

# agreement

**Please initial by each statement, sign and return this page to the School**

\_\_\_\_\_ Respect for all members of School of Sacramento Ballet community.

\_\_\_\_\_ Students are to conduct themselves, whether inside or outside of school, in a manner that is reflective of the discipline and etiquette required in ballet.

\_\_\_\_\_ School of Sacramento Ballet's discipline is based on a fundamental respect for persons, property, authority, and the mission with objectives of the organization.

\_\_\_\_\_ School of Sacramento Ballet recommends a no use policy regarding social media. Any contact of classmates in a group chat or other groups on social media which does not include all and/or speaks poorly of the organization or others is strictly forbidden.


\_\_\_\_\_ School of Sacramento Ballet reserves the right to determine, at its discretion, which actions fail to meet the principles and philosophy of the school. Failure to follow these guidelines may result in a warning, disciplinary action short of dismissal, suspension of a student, revocation of a parent/guardian's privilege to attend or to participate in school activities, or dismissal depending on the severity of the offense.

\_\_\_\_\_ Bullying, harassment, or discrimination (including via social media) will not be tolerated. Students or adults who witness bullying, harassment, or discrimination should report it to the front desk immediately.

I, \_\_\_\_\_, the student, and we the parent(s) and/or guardian(s), have read the student handbook and agree to all rules, policies and code of conduct listed herein.

\_\_\_\_\_ Date \_\_\_\_\_  
Student signature

\_\_\_\_\_ Date \_\_\_\_\_  
Parent/Guardian signature



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<https://www.sacballet.org/school/>  
frontdesk@sacballet.org  
@schoolofsacballet

updated 8/17/22

**school of**  
SACRAMENTO BALLET