

LBP Student Code of Conduct

Updated September 2015

Notice to Teachers

-While trained in dance technique, our teachers are not professionals in handling children with disabilities. We are happy to have all children in class, but ask parents of students with disabilities to give support or notice to the teachers, so children are dealt with fairly and appropriately. If you feel your student's teacher needs particular information to help with behavior or class content, please inform the teacher directly or the front desk.

Timely arrival to class

- Please call the studio if you will be late to class, so the teacher is informed.
- If a student arrives late to class, they should stay quietly to the side, warming up independently, until the teacher invites them to join in with the rest of the class.
- If students are more than 10 minutes late to class, they will be asked to observe rather than participate, as to not interrupt the active work being done in class.
- Parents should help young students to use the restroom before class begins when possible, so class is not interrupted by bathroom breaks.

Class Dress Code

Ballet:

For girls: leotard, pink tights, ballet shoes with the drawstrings tucked in, hair secured in a bun if long enough or securely up off the face if too short for a bun, ballet skirt or "booty shorts" are optional but permitted, form-fitting warm-ups are permitted only at the beginning of class, undergarments should not be visible under the uniform.

Kinder, Pre-ballet, Beginning Ballet: Pink leotard

Basic Ballet: Periwinkle or light blue leotard

Intermediate Ballet: Burgundy leotard

Pre-pointe and up: Black leotard

For boys: white shirt, black ballet tights with appropriate undergarments, black ballet shoes with the drawstrings tucked in, hair secured up off the face, form-fitting warm-ups are permitted only at the beginning of class/

Pointe: Dress code is similar to ballet, but with the addition of pointe shoes. Shoes must be fit by a professional, and any changes in shoe type must be approved by the teacher. The teacher of Basic Pointe students must approve all new shoes, even of the same type, to ensure fit and safety. Shoes should be sewn securely, with both elastic and ribbons, for safety and aesthetics. Students should attempt to sew their own shoes. Basic Pointe students should expect to use one to two pairs of pointe shoes in a school year. Intermediate Pointe students should expect to use two to three pairs of pointe shoes in a school year. Advanced and Perfection students should expect to use four or more pairs of pointe shoes in a school year. Shoes are expected to be clean and broken in for all performances.

Jazz and Lyrical: Leotard or form-fitting shirt, tights or leggings, jazz or ballet shoes, hair secured up off the face, form-fitting warm-ups are permitted only at the beginning of class.

Hip Hop: Clothing that is comfortable to move in that does not obscure the visible lines of the body, designated clean sneakers with non-marking soles (no street shoes), hair secured up off the face.

Tap: Clothing that is comfortable to move in that does not obscure the visible lines of the body, tap shoes, hair secured up off the face. To assist in making the best sound, the quality of tap shoes is expected to increase with level, which will be facilitated by the teacher.

Class attendance

-A minimum of 80% attendance in class is required for participation in any studio performance opportunity. Excused absences will not be considered in attendance calculations. If absences of any type become excessive, parents will be contacted by the Artistic Director to discuss commitment and participation.

-Absences will be considered excused **only** for the following reasons: illness, family emergency, school function (ex: standardized test, school dance, high school open-house), or pre-planned family event (ex: vacation). To be considered as excused, pre-planned events and functions that will result in an absence must be communicated to the studio at least two weeks in advance.

The Nutcracker and Spring Ballet Participation Guidelines

-Students must have at least one year of ballet at LBP to qualify to audition for The Nutcracker and the Spring Ballet. Basic pointe students must have had at least one summer of pointe to qualify for a pointe role in The Nutcracker.

-All students who audition for a ballet will receive at least one role. More roles and longer dances will be granted to students at higher levels. Any questions or concerns over casting need to be addressed to the Artistic Director.

-A costume maintenance fee will be charged to each participant in the ballets, to upkeep the costumes used from LBP storage. This fee must be paid before or on the day of auditions.

-Each participating family is expected to sell or purchase a minimum of six tickets to the Ballet.

-A minimum of 80% attendance in class is required for participation in any studio performance opportunity.

-For an 8-week rehearsal process, a maximum of two missed rehearsals will be allowed (excused and unexcused absences included).

-The Front Desk staff will contact the family after two missed rehearsals to ensure continued participation, as further absences will negatively affect casting and performance opportunities.

-Rehearsals are held every Sunday between auditions and the performances, between 1:00pm and 6:00pm. Each role will practice at least 30 minutes per week, with the length of rehearsals reflecting the length and complexity of each role. Technical and dress rehearsals are held Thursday and Friday of performance week, at the theater. Lead roles may also rehearse at the theater on Wednesday of performance week.

-All auditions, technical rehearsals and dress rehearsals are required. This ensures that all show participants are prepared and fully involved in the entire rehearsal and performance process.

-Any excused or unexcused absences from rehearsals must be communicated with the Front Desk or the Director.

-Warm-up before performances is required for all students with a pointe role or in the show. Absence from pre-show warm-up will affect casting in subsequent performances. Warm-up call times will be posted with rehearsal and show arrival times.

-Costume needs (tights, shoe needs, hair expectations or wigs, non-visible undergarments) will be clearly communicated to students and parents before the show. If there is an issue with the expectations or student-provided accessories, parents should address this with the teacher or Artistic Director. If hair is of insufficient length to style as expected, an alternative will be found. At minimum, hair must be pulled off the face.

June Show Participation Guidelines

-A minimum of 80% attendance in class for the last two terms is required for participation in June Show.

-Teachers may choose to combine their classes into a larger, more complicated piece called a “production.” If a student’s class is participating in a production they will have a \$10 Production Fee added to their costume fees. This covers set pieces or backdrops, additional costume pieces, and additional technical needs for the production.

-Additional rehearsals may be scheduled on weekends for larger productions. Teachers will announce these rehearsals by letter to the parents at least one week before the additional rehearsal. Attendance at additional rehearsals is strongly suggested, but not required. Please inform the teacher if you are not able to attend a planned additional rehearsal.

-Costume needs (tights, shoe needs, hair expectations or wigs, non-visible undergarments) will be clearly communicated to students and parents before the show. If there is an issue with the expectations or student-provided accessories, parents should address this with the teacher or Artistic Director. If hair is of insufficient length to style as expected, an alternative will be found. At minimum, hair must be pulled off the face.

-Costumes must be paid for before being picked up. If you cannot pick up costumes on one of the two provided Costume Pick Up Days, you must arrange an alternative pick-up time with the Front Desk staff BEFORE the provided pick-up days. Not picking up costumes on either the provided days or pre-arranged dates/times will result in the following fees:

Failure to pick up costumes on the provided days, without an alternative arrangement - \$10

Failure to pick up costumes on alternative date/time - \$10

Failure to pick up costumes on second alternative date/time - \$25

Costume pick-up on day of performance - \$50

-Technical and dress rehearsals are held at the theater for each class on Tuesday, Wednesday or Thursday of June Show week. Each class will have time to practice their dance on the stage with the expected lighting, and have personal and class pictures taken. Schedules for these rehearsals will be announced at least one month before the June Show. This technical/dress rehearsal is required for students to perform in the June Show.

-June Show is a weekend of multiple performances: Friday evening, Saturday morning, Saturday afternoon, and Sunday afternoon. Levels Intermediate 1 and above will perform in two of the four shows, while all lower levels will perform in one of the shows. Kinder, Pre-ballet, and Beginning levels of all genres will perform in the Saturday morning show.

-Warm-up before performances is required for all students in levels Advanced and up in all genres. Warm-up call times will be posted with rehearsal and show arrival times.

Class Conduct

-All students are expected to treat teachers with respect as dance professionals and authority figures. The study of dance requires significant discipline; respectful attention and participation in classes is an important expectation.

-Talking in class and rehearsal should be restricted to discussions of the material, and chatting amongst students will not be tolerated.

-Students may be asked to sit and observe if they are not willing or able to fully participate in the class or rehearsal, do not follow teacher directions, or are being disruptive in any way. If they continue to interrupt class, they will be sent to the lobby to be watched by their parents, another teacher, or front desk staff. In extreme cases, parents may be asked to remove the student until the next class.

-All personal belongings (coats, shoes, clothes, and bags) should be left in the dressing room. Valuables may be placed in the designated "belongings" box in the studio. This is especially important for electronics like smartphones, so as not to distract students from class activities. Phones or other belongings that are being used by students during classes will be confiscated and returned to parents at the end of the class.

Evaluations

-Mid-year each year, students in Basic levels and above will be evaluated by their teachers. Each student will be evaluated in accordance with the curriculum expectations for their current level, and given suggestions for improvement. Any technical or behavioral issues that may affect level advancement will be addressed in these evaluations. Teachers may discuss the evaluations with the students in class, and they will be sent home to parents. Any concerns or problems parents have with the evaluations should be addressed with the teacher, before or after scheduled class time.

-Before the June Show, the Artistic Director will observe each class in Basic levels and above, to determine level recommendations for the following year. Curriculum goals and classroom conduct will both be taken into account when determining level. There is no guarantee that a student will remain in a

specific level for only one year, it may take more time for students to learn all the material, and show satisfactory performance quality and expected conduct for each level. This is especially true for the Pre-pointe to Basic Pointe level transition, which requires very specific strength and development markers to be met for safety reasons.

Respect For Others

LBP has a strict Three-Strikes policy on bullying.

Dance is a celebration of life, and giving everyone the chance to express him or herself through dance is a central mission of LBP. Supporting each other during the learning process is key to encouraging dancers of all shapes, sizes and types to reach their highest possible level of success. Every achievement in this difficult discipline deserves acclaim!

All students at LBP are valuable members of our community. Students should treat each other with the respect everyone deserves. LBP is dedicated to having all students participate in all classes and performances, so all students are deserving of esteem for their willingness to be a part of the LBP community.

Negative feedback, bullying, gossiping, and non-constructive criticism between students about each other or teachers will not be tolerated. Any report of bullying will be treated with full weight, whether from a student, parent, or teacher.

-Consequences for bullying will be in a “three strikes” format, ultimately resulting in removal from all performance opportunities.

- The first bullying offense will result in an email or letter to the parents, explaining the incident and explaining future consequences. An in-person meeting between the Artistic Director and the student may be necessary after a first offense, depending on the severity and nature of the event. An in-person meeting can give the student a chance to assist in setting further consequences and discussing positive behavior changes.
- The second offense will result in an in-person meeting between the student, their parent, the Artistic Director, and another staff member. The incident will be discussed, and behavioral changes will be expected. Temporary removal from performance opportunities may be discussed, dependent on the severity and nature of the offense.
- The third bullying offense will immediately result in removal from performance opportunities. This includes Nutcracker, the Spring Ballet, June Show, and all Living By Performing Dance Team competitions and shows.
- Further bullying offenses will result in expulsion from LBP.

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Updated September 2015

I have read and understand these guidelines for Student Conduct at Le Ballet Petit. I understand the consequences for not conforming to these guidelines, and will comply with them to the best of my abilities. If I have any questions or concerns, I will address them to the Artistic Director.

Student Name (printed)

Student Signature

Date

Parent/Guardian Signature

Date