

SAINT PAUL CITY BALLET School

WWW.SPCBALLET.ORG 651-690-1588 STUDIOS: 1680 GRAND AVE, ST. PAUL 55102

2011-2012 REGISTRATION

Please complete the following to register for classes.

1. Required forms:

Page 1- Student Registration/Information

Page 2- Release Form

Optional form:

Page 3- Pre-Authorized Charge Account Plan for **non-class card** programs.

Save \$15 off your tuition each trimester by paying through automatic withdrawal from your credit card.

Pay your tuition in three equal installments: September 1, 2011; December 1, 2011; and March 1, 2012.

To enroll, a signed SPCB School credit card authorization form must be on file. The tuition will be drawn out within the first week of each trimester.

2. Payment:

Tuition (See website for trimester or class card tuition fees) plus

Annual Registration Fee - \$50 for individuals and \$55 for families.

Payments can be made with Cash, Check, or by Credit card (Visa, Mastercard, American Express).

Please make checks payable to Saint Paul City Ballet.

3. Mail, fax or return completed and signed forms along with payment to:

1680 Grand Avenue, Saint Paul, MN 55105

Fax: 651-698-4208

4. Please keep for your personal reference:

Page 4- Studio Rules

Page 5- School Calendar

Incomplete registrations will be placed on a waiting list.

If you have any additional questions, please call 651-690-1588 or email the registrar@spcballet.org

Thank you

STUDENT'S INFORMATION

Student's Name (Last) (First) Home telephone Cell phone

Age (If minor) Birth date Male(M)/Female(F) Years of dance training Last ballet/dance school attended

E-mail address (please print)

Address / Street City State Zip

Registration date:	Program:	Class level:						
_____	<input type="checkbox"/> Classical Ballet	<input type="checkbox"/> 1 <input type="checkbox"/> 1A <input type="checkbox"/> 2 <input type="checkbox"/> 2A <input type="checkbox"/> 3 <input type="checkbox"/> 3A <input type="checkbox"/> Beg. Ballet <input type="checkbox"/> Boy's Class						
Month _____	<input type="checkbox"/> Pre-Professional	<input type="checkbox"/> 4 <input type="checkbox"/> 4A <input type="checkbox"/> 5 <input type="checkbox"/> Studio Company						
Day _____	<input type="checkbox"/> MyFlex	<input type="checkbox"/> 2 <input type="checkbox"/> 2A <input type="checkbox"/> 3 <input type="checkbox"/> 3A <input type="checkbox"/> 4 <input type="checkbox"/> 4A <input type="checkbox"/> 5						
Year _____	<input type="checkbox"/> Adult Ballet	<input type="checkbox"/> 1 <input type="checkbox"/> 1-2 <input type="checkbox"/> 2 <input type="checkbox"/> 2-3 <input type="checkbox"/> 3						
	<input type="checkbox"/> Children's Program	<input type="checkbox"/> Ready, Steady, Go <input type="checkbox"/> Music & Movement <input type="checkbox"/> Dance Fundamentals						
	<input type="checkbox"/> Sacred Arts							
	<input type="checkbox"/> Dance for Theater							

PARENT/GUARDIAN'S INFORMATION

1st Parent or Guardian's Full name

Home telephone Direct/Work telephone Cell Phone

E-mail address (please print)

2nd Parent or Guardian's Full name

Home telephone Direct/Work telephone Cell Phone

E-mail address (please print)

BILLING INFORMATION

Person responsible for payment Direct/Work telephone Cell Phone

Billing Address / Street City State Zip

EMERGENCY CONTACT INFORMATION

Emergency Contact Relationship to student Home/Cell/Work telephone numbers (all that apply)

NO refunds will be given except in cases of injury with a written doctor's statement. Make-ups granted by the Director must be taken within 30 days and may be taken only within the same discipline. I understand and accept the refund and make-up policy.

Saint Paul City Ballet does not share the information you give us outside of the organization. Only the Director and Registrar have access to this record. At times it may be necessary for you/your child's teacher to contact you. Your contact information will not be given to the teacher without your permission as indicated below.

I give my permission for my contact information only to be given to my/my child's teacher.

Print Name Signature (Parent, if minor) Date

RELEASE FORM

LIABILITY RELEASE: I hereby certify that I am/my child is in normal physical and mental health, or under the care of a licensed health care professional, and able to carry out normal functions. I also certify that if I/my child has a history of behavioral problems, he or she is able to behave in a measurably acceptable and safe manner. I list below any current physical, mental or behavioral problems, medications, and agree to notify SPCB of any changes in this status:

Allergies/Health concerns: _____

I am aware that dance training and the associated athletic exercises therein may place unusual stress on the body and carry with it the risk of physical injury. On behalf of my child and myself (and if I am no longer a minor, on my behalf), I assume all risks and hazards incidental to the conduct of the program.

I agree to release from all liability, discharge and promise not to take legal action against SPCB, its directors, owners, employees, representatives, volunteers or agents, and its landlord. I agree to release the aforementioned persons from any liability to me, my heirs, next of kin, assigns or personal representatives for any losses, damages, claims or demand arising out of my death, injuries or damages to property, even if their individual or collective negligence contributes to such death, injuries or damages.

I certify to SPCB that I am eighteen (18) years of age or older (or if a minor, I am the parent or legal guardian of the student) and physically and mentally capable of safely participating in classes, rehearsals, and performances. I freely and voluntarily assume complete personal responsibility for all risks and for my death or any injury or damage that may occur to me or my property as a result of these risks, even if such death, injury or damage occurs in a manner that is not foreseeable to me at this time. I realize that by voluntarily assuming the risks involved, I will be solely responsible for my death or any injury or damage that I sustain.

PUBLICITY RELEASE: I hereby authorize the SPCB to record the student's picture and voice on photographs, films and tapes, to edit these recordings at its discretion, and to incorporate these recordings into movie and sound films on tapes, radio or television broadcast programs. I also give my permission for SPCB to use and license others to use these materials in any manner or media whatsoever. SPCB is permitted to use these materials for publicity, advertising and sales promotion and to use the student's name, likeness and voice and biographic or other information in connection with them. I acknowledge that no promises of compensation are made by SPCB for such use.

MEDICAL RELEASE: In the event I cannot be reached, I hereby give my permission to the management, faculty, and or staff of SPCB to authorize any emergency medical care that may be required by the above student during their participation in classes, performances, or any related SPCB event. This authorization extends through the current school year or until the student is no longer enrolled at SPCB. I understand that I am responsible for any and all charges as a result of such care or medical treatment.

I understand and accept the Liability Release.

I understand and accept the Publicity Release.

I understand and accept the Medical Release.

 Print Name

Signature

Date

STUDIO RULES

ATTENDANCE

- All students are expected to arrive on time ready to learn.
- Students in the Classical Ballet and Pre-professional programs are expected to attend every class in the level that they are assigned.
- For reasons of physical safety, students who arrive 15 or more minutes late to class may not be allowed to participate but will be expected to observe.
- Please notify the school office of all absences prior to class time. Anticipated absences (school or family conflicts) should be reported in writing at the beginning of the session.
- Absences due to illness, injury or special circumstances will be excused; however, tuition will not be refunded. If a minor student becomes ill during class they must remain in the main studio or in the lobby area until a parent has been contacted and pick-up arrangements have been made.
- Make-up classes, when available, must be granted by the Director and taken within 30 days within the same discipline.

STUDIO/DRESSING ROOM ETIQUETTE

- Eating and chewing gum are not allowed in the studio during class time. You may keep a bottle of water with you at the barre.
- If you have a cell phone, ensure it is turned off prior to beginning class.
- Valuables including electronic and digital devices should not be left unattended in the dressing rooms. SPCB is not responsible for lost valuables.
- **New for 2011: No cell phone use is permitted in the studio and dressing room. If a cell phone is to be used, please make your call outside or on the studio stairs.** Cell phones should be turned off during class time and are not to be checked when there is a break between barre and center work. This is out of respect for the teacher and the learning process. If a dancer is expecting a call from a parent or for a medical reason, the dancer must first inform the teacher that she/he will be checking the phone during the break.
- Street shoes are not allowed in the studios.
- Students are expected to respect the facility and clean up after themselves in the studio and dressing room. Parents may wait for their children in the lobby area.

SAFETY AND SECURITY

- For children under 18: Parent involvement plays a key role in creating a safe and enjoyable experience for children. The well being of our students is a priority at SPCB so we encourage parents/guardians to review safety concerns with your child. If someone other than the parent/guardian is picking up the dancer, the SPCB office **must have prior notification**.
- Visiting teachers, etc. who wish to observe class must make prior arrangements with the Director of the School.
- Saint Paul City Ballet reserves the right to suspend or dismiss any student whose attitude or attendance is found to be unsatisfactory or who engages in disruptive or disorderly behavior, who uses inappropriate language, or who uses illegal drugs or alcohol on the premises or at off-site performance/rehearsal spaces. In such a situation the Director of the School will be immediately contacted and the student placed under supervision until his/her parent/guardian has arrived (an adult will be escorted off the premises). The student/adult will be readmitted to the class/performance only after approval of the Executive Director. NOTE: If unsafe or negative behavior occurs from a minor during a performance, the parent/guardian (or the Executive Director in their absence) must remain to supervise the student during the performance.
- Our facility is a smoke-free environment.
- Valuables including electronic and digital devices should not be left unattended in the dressing rooms. **SPCB is not responsible for lost valuables.** Please secure all personal items.
- **Emergency Closure:** In the case of inclement weather or other unforeseen events, SPCB will make an announcement by 1:00 pm on weekdays regarding school closure. The announcement will be on the SPCB phonenumber, (651) 690-1688 and the WCCO TV (Channel 4) newsfeed for school closures.

PARKING

Do not park in Frattallone's Ace Hardware, Wet Paint, or Ramsey Junior High's parking lots during business hours.

Saint Paul City Ballet School does not discriminate in admissions, employment or student enrollment on the basis of race, creed, sex or national origin.

2011-2012 CALENDAR

As of August 1, 2011.

Check spcballet.org for most current calendar.

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SEPTEMBER 2011-MAY 2012

Sep 6-9 Open Professional Workshop

Sep 10 OPEN HOUSE for 2011-2012 School Year 1:00-3:00pm
PARENT ORIENTATION 15-minute presentations at 1:00, 2:00 and 3:00pm
(School Policies, Performance Opportunities, and Volunteering)

Sep 12 CLASSES BEGIN FOR 2011-2012 SCHOOL YEAR

Nov 23-27 Thanksgiving Break NO CLASSES/NO REHEARSALS

Dec 11-15 Production Week: *The Enchanted Toy Shop*

Dec 16-18 *The Enchanted Toy Shop*

Dec 19-Jan 2 Winter Break NO CLASSES/NO REHEARSALS

Jan 1, 2012 New Year's Day "Ballet and Bubbly" 11am-12:30pm

Apr 5-9 Spring Break/Easter NO CLASSES/NO REHEARSALS

May 1-11 Examination Weeks

May 12 LAST DAY OF SCHOOL YEAR CLASSES (Adult classes continue)

May 14-17 Performance Production Week

May 18-20 Spring Performance: *Peter Pan*

May 19 Children's Spring Gala Program 9:30 am and 11 am

May 24 Placement classes for Summer for new students, please call 651-690-1588.

May 21-25 Adult Classes only

May 26-28 Memorial Weekend NO CLASSES

May 29-August 25 Adult Classes continue through the summer

SUMMER 2012

Jun 4-8 Summer Adult Intensive

Jun 11-15 Summer Young Dancer Camp

Jun 18-22 Summer Beginning Ballet Camp

Jun 25-29 Summer Level 1 Early Bird Ballet

Jun 25-29 Summer Level 2 *Peter and the Wolf* Workshop

Jul 1-6 SUMMER BREAK 1/NO CLASSES

Jul 9-27 Summer Levels 4-5 and Open Professional Intensive

Jul 30-Aug 3 Summer Level 3 Pointe Intensive

Aug 6-10 Summer Level 2 Intensive

Aug 14 Company Audition 10:00 am-12:00 pm (Send resumé to gamdahl@spcballet.org)

Aug 14-16 Hydro Conditioning Poolside Pliés Levels 3-5 and Adults

Aug 20 Level 3 placement class 6:00-8:00 pm

Aug 21 Level 1, 1A, 2 and 2A placement 5:00-6:00 pm

Aug 22 Levels 4-5 placement 10:00 am-12:00 pm

Aug 25-Sep 9 SUMMER BREAK 2/NO CLASSES

