

ACADEMY POLICIES AND INFORMATION

Registration: A non-refundable fee of \$25 for each new student, and \$15 for each returning student is required yearly at the time of registration. Please include this fee with your registration form. Returning students who register before August 21st receive a \$5.00 "Early Bird" discount for each registrant.

Mail registration form and fee to Lisa Taylor Academy, PO Box 663, Buffalo, NY 14223-0663

Payment for classes should be made monthly. Payment is expected at the **beginning** of each pay period as indicated on the schedule calendar (**P1, P2, etc with week in bold**). Payments for members of the same immediate family will be calculated as if all the family members were the same person. Your tuition fee payments will be calculated beginning with 1½ hour classes, and continuing down the chart to the 1 hour class schedule, according to the schedule of classes you have selected. *Students who choose to pay by semester or for the full, regular season (Sept.-May) receive a 5% discount.* Cash or checks only; checks should be made payable to Lisa Taylor Academy. **Students who choose to pay per class must pay the single class rate listed below.**

| <u>1 ¼ Hour Classes and 1 ½ Hour Classes</u> | <u>45 Minute and 1 Hour Classes</u> |
|--|--|
| First Class of week - \$55.00 | First Class of Week - \$50.00 |
| 2nd Class of Week - \$50.00 | 2nd Class of Week - \$45.00 |
| 3rd Class of Week - \$40.00 | 3rd Class of Week - \$37.00 |
| 4th Class of Week - \$37.00 | 4th Class of Week - \$34.00 |
| 5th Class of Week - \$34.00 (and beyond) | 5th Class of Week - \$31.00 (and beyond) |
| ➤ Single class rate - \$20.00 | ➤ Single class rate - \$15.00 |

- **The maximum monthly tuition cost per family is \$275.00, regardless of how many total classes are taken per month. This policy does not apply to CCA exam prep classes or special events/classes.**
- **Any 2 Hour Level D classes scheduled cost the same rate as 1 ½ Hour classes for students taking at least three ballet classes per week. For others it is \$75.00 per month, or \$25.00 per class – single class rate.**
- **Private lessons are \$50.00 per hour, \$30.00 per ½ hour. Private lessons are only available to students who study in at least two ballet classes per week on a regular basis, and based on teacher and studio space availability.**
- **Pilates Mat and/or Yoga Classes – Tuition for these classes is handled according to the regular payment schedule. Some classes may be offered on a per class basis subject to the specifications of the teacher. Standard Registration Fee applies. There are no additional registration fees for those registered for other classes. Information on the mat required for participation is available upon request.**

Theater Games, Dance Plus, and other special classes that do not meet according to the regular class schedule are on a "pay per class" basis. Standard Registration Fees apply, but there are no additional registration fees for those enrolled in other classes. You will receive a schedule later during the year if any special classes will be offered. Charge for these classes is as follows:

- Students taking not enrolled in another class: \$15.00 per class
- Students taking one other class per week: \$12.00 per class
- Students taking two or more other classes per week: \$10.00 per class

Saturday Performance Group Rehearsals -There is a **yearly rehearsal fee of \$75.00** for students involved in rehearsals and performances throughout the regular season (Sept.-June). Parents and dancers involved are expected to provide help with a variety of Performance Group needs, and to maintain regular attendance in technique classes and rehearsals.

Academy June Demonstration - All families and individuals enrolling for dance classes are required to pay a **yearly \$50.00 fee** to help cover the cost of the Academy Closing Demonstration. This is one fee to cover yourself and all friends and family you invite to the program, **there are NO additional charges for things like costumes, tickets, etc.**

- **Karate students' payments for classes are on a different monthly pay schedule that you will receive if you choose to enroll in a Karate class. Family rates apply for those in both dance and Karate. Families with students in both Dance and Karate may pay on the per pay period schedule September-May. June-August is according to the summer payment schedule. Please call or e-mail if you have questions.**

Withdrawals and Refunds: There is a two-month (pay period) minimum for all lessons. One-month notice from the beginning of a new pay period is required to discontinue any classes. Withdrawal must be done in person and will not be accepted over the phone. Withdrawal must be done by speaking personally with the Director of the Academy and not with the teacher.

We do expect to be informed if a student will not be continuing lessons for any reason.

There are no refunds of fees or pre-paid tuition payments.

Class Placement: Placement in class is always based upon the needs and goals of the individual student. The first month is considered to be a time of evaluation for all students with regard to their class placement. The director and faculty will be assessing the strengths and growing edges of each student to determine which class/level is most appropriate. Final decisions regarding placement will be made by the director before the second pay period. If it is necessary to change your/your child's class, you will be notified.

Dress Code: Required dance wear and shoes must be worn to all classes, there is a list available. Hair must be arranged properly, as appropriate for the age and level of the student. We will not embarrass a student by making him/her sit out if not properly prepared for class, but this is a professional school and we desire to maintain a high standard of quality. Repeated failure to be properly prepared can result in termination of lessons. **No skirts or skirted leotards for dancers under age 14 unless they are class assistant, and then only while assisting a class.**

Student Conduct: Students are expected to behave appropriately in class or they will be asked to leave the class. No food, gum, or drinks in the dance rooms. Water in water bottles is permitted, but may only be used when the teacher permits. No shoes worn outside are permitted in the dance studios. Students are expected to show respect for themselves, their teachers, and their fellow students in every way, including listening carefully and remaining focused, cleaning up after themselves in the entry area, dressing room, the lavatory, and the dance studios. Outerwear should be hung neatly in the entry area, not left on chairs or the floor.

Attendance and Make-up Classes: Consistent progress is dependant on consistent attendance. **Students are expected to attend all classes in which they are enrolled. There will be no refunds or class credits given for missed classes during any pay period.** The Academy is under no obligation to provide extra make-up classes. A student missing an occasional class may ask the director when there is a scheduled class that is appropriate for him/her to use as a make-up. It is the responsibility of the parent and/or student to obtain this information and to choose whether or not to make up the missed class. Any classes the Academy must cancel due to illness, inclement weather, etc. will, of course, be rescheduled. **Students who miss a significant number of classes may need to have their class level and/or schedule adjusted if they cannot keep up with their class because of excessive absence (more than 3 or 4 lessons per semester).**

- **Necessary Cancellations:** If a situation occurs, such as a dangerous snow storm, or other emergency when classes must be cancelled the message on the studio voicemail will tell you. If you are unsure whether the studio will be open call 446-0447 after 2pm (9am on Saturdays). You may also check Channel 2 News Closing Central, either by watching the closings that are broadcast or by checking WGRZ.COM Closing Central.
- **Punctuality:** Classes **will** begin and end on schedule. Anyone entering late will be expected to enter the studio and wait quietly until an appropriate moment at which time the student should ask the teacher's permission to join the class. Late arrival is disruptive to the class, disrespectful to the teacher and classmates, and does not benefit the student. Repeated late arrival can result in termination of lessons.

Progress Books and Sticker Cards: Students needing new Progress Books (Levels A thru C use Progress Books) will be able to purchase them (\$5.00) after final class placement is determined in October. These should be brought to every class thereafter. Students whose books are not yet completed should bring them to the first class of the year and each class thereafter. The purpose of the Progress Book is to provide a record of attendance and progress. Please remember it takes at least 1-2 years to complete a level of training. The point is never how fast you move, but that you are growing a little more at each lesson. **Parents should review the book regularly to encourage students.** Students enrolled in the Creative Movement classes will be given a Sticker Card to be brought to each lesson. They receive a sticker for each successfully completed lesson. Students in Levels A and B receive a sticker on their Progress Books. Level C receives a sticker on their Progress Books each time the teacher recognizes a special achievement by an individual student or the whole class. Fall and year-end progress reports are also prepared for students.

Cecchetti Exams: are held in Buffalo, hosted by the Academy, approximately every 18 months-2 years. Examiners from the Cecchetti Council of America are brought in from other parts of the country. All students qualified for exam preparation will be notified. All qualified students will be required to attend special exam preparation classes prior to a scheduled session. Special classes may be scheduled for this purpose, or they may be on the class schedule as a regular, weekly part of a student's training. This is determined by the type and level of each exam as well as the assessed needs of the students. Our next session will be in May 2021, dates and times TBA. All potential candidates participate in a practice exam a few weeks prior to the scheduled exam. Participating in exam preparation classes does not guarantee a student will be ready to be presented for examination at any particular exam session. You may receive more information about the Cecchetti Council of America, Cecchetti classes, and Cecchetti Exams upon request or at <https://www.cecchetti.org/>. Current Exam Pricing: prep classes \$225 total (based on a 15 lesson preparatory schedule), practice exam \$25.00. Teachers' Exam Coaching \$75.00 per hour, as set by the CCA. Fees for each exam vary by level and are set by the Cecchetti Council of America. (All fees subject to change)

Class Observation Days (Visiting Days): are held the last week of classes before Winter Break, and in May. Consult your Schedule Calendar for the exact dates this year. Cameras, camcorders, and questions are welcome at these events, as are your friends and relatives.

June Demonstration: The Academy does not produce a fully staged, costumed recital at the end of the year. We feel this is costly for parents, and takes too much class time in preparation. Instead, the students present an informal demonstration of the skills and dances they have studied during the year. They also view a performance of a ballet and/or short works by the Academy performance group and other advanced level and professional dancers. We must rent a facility that is appropriate for the size of our audience, as well as the content of the program we will present. Dance families and their guests attending the program do not pay for costumes or tickets. **There is, however, a \$50.00 per family fee to help cover the facility rental** and the professional technical personnel required. Refreshments will be available for purchase at the theater. Consult your schedule calendar for the date. The program is held at the beautiful, historic Riviera Theatre in North Tonawanda.

Lisa Taylor Academy of Ballet and Dance Arts

Dance Class Dress Code

It is essential that all shoes be properly fitted. See your teacher to approve fit before wearing. We recommend you purchase all dance shoes from a reputable dance supply store such as Bailey Slipper Shop (see location below) **NOT at a Walmart, K-mart, Target, etc. These do not have the quality or range of sizes necessary for a proper fit for dancing.*

Bailey Slipper Shop
Bill Grey Plaza
8210 Main Street
Williamsville NY 14221
716-634-0314

HAIR:

All hair must be pulled up off neck and forehead with no hair left hanging. Buns, French Braids tucked up, etc. Pony tails are OK for very young students under age 8 only , but not preferred.

No jewelry in class except small, stud earrings.

CLOTHING:

Ballet Classes: Female: ballet pink, footed or convertible tights; long or short sleeved leotard (Creative Movement and Levels A and B) with modest “ballet cut” leg. Levels C and up may wear camisole style leotards. All leotards must be a solid, conservative color (no “neon orange” or “hot pink” please.

Leotards with attached skirts, tutus, ribbons, decorations, etc. are not acceptable.

Black leotards are considered traditional class dancewear and are required for exams.

Females age 14 and over, or in Level D or Adult classes, may wear short dance skirts.

Male: black tights (footed or convertible), black dance belt (approx. age 12 and up), white tee shirt, elastic waist belt (to hold up tights), and white socks. Long black bike pants without padding may be worn in place of tights except for performances.

For both males and females appropriate support should always be worn under dancewear. Underpants are not worn under their tights, unless a male too young for a dance belt.

Character Dance: Female: knee length circle skirt worn over the tights and leotards

Male: may wear jazz pants over regular ballet attire.

Jazz: jazz pants or shorts may be worn over regular ballet attire.

Modern: regular ballet attire, bare feet (use convertible or footless tights), knee pads may be necessary (see Miss Lisa or Miss Nancy for specific type necessary)

SHOES:

Ballet - Female: pink ballet slippers with elastic, pointe shoes for approved students only.

- Male: white ballet slippers with elastic.

Character: leather oxford or strap style shoe with a heel, black preferred.

Jazz: a simple jazz oxford or pull on jazz shoe, black preferred.