

August 29, 2017

Dear Musical Theatre/Voice Students and Parents,

Welcome back! Classes begin Tuesday, September 5th.

We hope you have enjoyed your summers and have been able to take part in one of our wonderful summer programs! Be Sure to review your Academy Calendar and Tuition Information for important dates and policy information. There are also a few additional items we would like you to remember as we enter the 2017-18 School Year:

1. ***It is extremely important that students arrive for their classes on time and use the rest room before class begins!*** The first part of class sets the rhythm and initiates the focus necessary for a successful class.

2. ***All musical theatre students will be provided links to the songs they will be performing with both karaoke and vocal tracks.*** Please support their listening to these songs whenever possible, the car is always a great time to practice!

3. Please remember to send your Musical Theatre student with dance shoes (if they own any) and try to empty sneakers of any sand prior to entering the studio. Street shoes and sand damage the special marley flooring that is laid down in all of our dance rooms and the black box. If your student does not own dance shoes, they may come in black bottom, closed toed shoes.

4. Vocal Students should bring a folder to EVERY class to hold lyrics, music and exercises distributed in class. They should also bring a bottle of water with their name on it to every class.

5. ***Please remember to send your Musical Theatre student with their script and high lighter EVERY week.*** Please make sure scripts are labeled with their names and stapled down the left side. Students who come to class unprepared without their scripts may not be given lines that day.

6. ***Musical Theatre students will receive a SPAA Musical Theatre t-shirt*** to be worn with jazz pants or solid colored leggings Skirts and dresses may not be worn to class for any reason. Hair should be pulled back off the face.

7. Wait quietly in the lobby until the teacher comes to escort you into the dance studio or vocal room with the rest of the class. Studios are not to be entered without a teacher present.

8. Regular class attendance is vital to success. If you must miss class, please e-mail the office at info@scrippsperformingarts.com with the date and reason for your absence.

9. ***Auditions for the Little Dickens Holiday choir will be held during the month of September.*** Interested students should prepare a 2 minute holiday song selection either a capella or using a karaoke track on a cd or iPod.

10. ***Please remember to reserve the performance dates in January for the program presentations.*** If you're not sure which date your child's performance is, please inquire with the office.

11. ***Please keep in mind that noise does carry into the studios so it is important that other siblings and students waiting for their class to begin are quiet and supervised.***

12. We encourage all students, whether their speciality is tap, jazz or musical theatre, to be enrolled in a ballet class. It is the foundation of all dance and gives theatre actors and singers a carriage, poise and discipline that cannot be taught anywhere else.

Thank you for choosing the Scripps Performing Arts Academy for your performing arts and classical ballet education. We are committed to excellence in dance training, while maintaining a nurturing and professional environment for all our students, equipping them with tools and skills to serve them in all aspects of their lives.

Please feel free to contact us with any questions or concerns!

Miah Nwosu and The Faculty and Staff of The Scripps Performing Arts Academy

SCRIPPS PERFORMING ARTS
ACADEMY

Official School of the Scripps Ballet Theatre

Parent-Student Handbook



Alexandra Polaski, trainee San Francisco Ballet, Boston Ballet, student of Miah Nwosu and SPAA since Age 6
Pictured Performing as a Guest Artist with Scripps Ballet Theatre in Kingdom of the Shades, June 2016



All Photos Included in this Handbook are of Academy Students taken by Miah Nwosu

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Academy Programs

PRIMARY DIVISION

We offer a wonderfully unique program for children ages 22 months to 6 years old. These classes fall under the Primary Division.

Toddler and Me

For children 22 months to 3.5 years old, we offer a Toddler and Me class that introduces both guardian and child to creative movement, while developing vital motor skills through exercises and activities that increase the guardian/ child bond while fostering a love for dance and an appreciation of music and movement in young children.



Creative Dance Foundation, Pre-Ballet, Ballet K-1



For children 3.5 to 6 years, we offer a creative movement/dance foundation and Pre- Ballet classes. These classes provide an exciting, interactive introduction to dance. This introductory class focuses on coordination, rhythm, creative movement and Pre-Ballet foundations, all while having fun and cultivating a love for dance in a nurturing and fun-filled environment. This class develops the vital motor skills necessary for success in any dance technique. In these classes, children develop motor skills, learn basic exercises and vocabulary essential to success in any dance form. The class is designed to hold the attention of each child while encouraging them to be creative and love dance in an extremely nurturing environment. Our teachers are patient, exciting, and well equipped to foster a love of movement in every child.

BALLET

Children's and Lower Division, Ballet I-IVB

Our children's division offers elementary ballet classes for children 6 years and older. Ballet is the foundation of all dance and guarantees success in any genre of dance. Children will learn basic vocabulary (building on the skills and vocabulary learned in the Primary Division) and barre and center coordination exercises, all while developing the grace and posture to be successful in the next division as well as anything else life brings their way.

Creative movement is still encouraged, with more focus falling on proper execution of basic skills and movements. Jazz and Tap classes are also offered for this age group beginning at Ballet II.

Upper Division, Recreational and Pre-Professional Programs: Ballet IV-VII

At the Scripps Performing Arts Academy, we offer two programs of study for students at the Beginning-Intermediate to Advanced Levels of Ballet: the Pre-Professional Program and the Recreational Program. Both programs are intended for students interested in professional, quality ballet training.

The Recreational Division is intended for students who desire to study ballet seriously but would prefer a schedule that leaves room for other activities. These students will continue to receive careful professional training, but will not be required to attend as many classes as those making the intensive commitment of the pre-professional program.

The Pre-Professional Division is intended for the most serious ballet students. It requires the highest level of commitment. This program is by invitation or audition only. Each level has a specific class attendance requirement, increasing in number as the levels progress.

Only pre-professional students will be considered for pointe work. Some master classes and workshops will be open to pre-professional students only.

Jazz, Modern, and Tap are offered for both the Recreational and Pre-Professional Student.



PRIMARY & CHILDREN'S DIVISION

Creative Dance Foundation

(3 1/4- 6 years.) Pre-School-Kindergarten

Boys Dance (7 years and up)

A dance, rhythm and music appreciation class

Pre-Ballet- (5-7 years) 1 class per week

Ballet K-1- (6-7 years) 1 class per week

Ballet I- (6-10 years) 1 class per week

Ballet IA- (6-10 years) 1 class per week

Ballet II- (7 years and up) 1 class per week

Ballet IIA- (8 years and up) 2 classes per week

Boys Ballet 1- (9 years and up) 1-3 classes per week

To be taken instead of one required weekly ballet technique class (i.e. Ballet IIA student takes one Ballet II class and one Boys 1 class)

Ballet II/III (age varies) 2 classes per week
II 1-2x per week, IIIB 1x per week
*IIIB, Monday or Wednesday at Torrey Hills
Tuesday or Thursday at Scripps Ranch only

Ballet IIIC- (9 years and up) 3 classes per week
IIIB 2x per week, II 1x per week

Ballet III- (9 years and up) First Year BIII.
2 classes per week

Optional Musical Theatre 6-12 yrs. class – once per week

Optional Jazz-Tap class – once per week

LOWER PRE-PROFESSIONAL DIVISION

Ballet IIIA Program (11 years and up)

Ballet III Technique Classes- 2-4 times per week required

Recommended Pilates Class- once per week

Recommended Jazz Class- once per week

Ballet IV Program (12 years and up)

Ballet IV Technique Classes- 3-5 times per week required

Recommended Pilates Class- once per week

Recommended Jazz Class- once per week

Pre-Pointe/Pointe- 2-3 times per week

Optional Musical Theatre 6-12 yrs. class once per week

Optional Tap class – once per week

Boys Ballet 2- (12 years and up) 2-5 classes per week

To be taken instead of one required weekly ballet technique class (i.e. Ballet IV student takes two Ballet IV classes and one Boys 2 class)

Optional Musical Theatre 6-12 yrs. class once per week

Optional Jazz-Tap class – once per week





UPPER PRE-PROFESSIONAL DIVISION

Ballet V Program (12 years and up)

Ballet Technique Classes- 4-5 times per week required
 Recommended Pilates- once per week
 Recommended Jazz Class- once per week
 Recommended Modern Class- once per week
 Optional Musical Theatre- once per week
 Pointe- 2-3 times per week

Ballet VI Program (13 years and up)

Ballet Technique Classes- 5 times per week required
 Pointe, Variations/Pas de Deux- 3-4 times per week
 Jazz Class- once per week
 Modern Class- once per week

Ballet VII Program (15 years and up)

Ballet Technique- 5-6 times per week required
 Pointe and Variations- 3-5 times per week
 Pas de Deux- once per week
 Jazz Technique Class- once per week
 Modern Class- once per week

**Schedule Recommendations for Students in Ballet VI and VII may vary based on Long Term Goals.*

RECREATIONAL PROGRAM

Ballet IV Program (12 years and up)

Ballet Technique Classes- 3 times per week
 2 times per week with permission
 Optional Musical Theatre – once per week
 Optional Jazz class – once per week

Ballet V Program (13 years and up)

Ballet Technique Classes- 3 times per week
 2 times per week with permission
 Strongly Suggested Jazz – once per week
 Optional Musical Theatre – once per week

Teen Ballet Class

For beginners and intermediate recreational dancers 12 years & up
 1-2 times per week optional
 Optional Jazz class – once per week



WHY BALLET?

Dancers, by every definition, are athletes who require a strong physical and intellectual foundation in order to effectively pursue their craft and efficiently progress toward their goals. Modern, Jazz and Contemporary dance genres are all based upon and created from ballet technique, which serves as the bedrock of dance. The application of ballet not only cultivates unparalleled strength, mental focus and kinesthetic awareness, but it ultimately provides students with the ability to pursue diverse dance methods with greater skill and success.

It is for this reason, that we require all dancers placed in Jazz, Modern 2 or higher be concurrently enrolled in a ballet class.

CONTEMPORARY

Based on the popularity of *So You Think You Can Dance* and similar reality television dance shows, a new style classification of Contemporary has emerged. Contemporary, in the concert dance sense, is a fusion of ballet with modern and/or jazz, and is for students who have reached an advanced level of proficiency in ballet and jazz technique.

Contemporary dance, in the commercial sense, represents a fusion of any styles, typically stemming from a foundational technique (ballet, modern or jazz), mixed with an additional style (could be anything from Latin dance to musical theatre). Young, beginning or intermediate dancers interested in Contemporary or Lyrical, should focus their energy and attention to improving their ballet, jazz and modern skills so that they can build a solid foundation of skills and reach an advanced intermediate level.

JAZZ



Jazz dance is a form of dance commonly used in Broadway shows and movies. Jazz is a more contemporary kind of dance as compared to ballet. In jazz dancing, the movements are big and exaggerated and there is usually an attitude the dancer conveys to the audience. The essence of jazz dance is entertainment. Encompassed in this technique are a variety of styles including Lyrical, Broadway, Funk, Latin and more.

MODERN

Modern is a style of theatrical dance that favors the natural movement of the body derived from the expression of inner feeling. Its technique is based on principles of fall and recovery, contraction and release and also includes elements of chance and improvisation.

TAP

Tap is a form of dance which focuses on the use and development of rhythm and syncopation. Tap is fast becoming a regular staple in commercial dance and is already a vital part of musical theatre.

Jazz and Modern provide an excellent foundation for students interested in cheer or school dance teams.

Jazz and Modern are both highly recommended for Pre-Professional students as most professional ballet companies do many contemporary works. Performance opportunities for Jazz and Modern students are often available through our musical theatre productions and touring company.





Musical Theatre

The Musical Theatre department at the Scripps Performing Arts Academy provides an unforgettable performance experience for all children, those pursuing a career on Broadway, right down to those who just like to dance and sing for their friends and family.

Musical Theater Workshops build skills in singing on key, understanding tempos, acting with full expression and projection, proper breathing and polishing movement as a group. Students have the opportunity to perform in a mini performance at the end of the class session. Students will also develop and build improvisational skills through theatre games.

Musical Theatre incorporates acting, singing and dancing, but cannot take the place of a dance class. Musical Theatre students need to be enrolled in a dance class, as Musical Theatre Workshop time is used to set and rehearse choreography, it does not teach dance technique.

Two annual musical theatre workshops are offered each year and culminate in a fully costumed presentation in our Black Box Theatre at our Scripps Ranch Location. Faculty from our Dance and Music Departments, provide choreography and vocal coaching for our young actors and actresses and every child, regardless of age or experience, receives speaking parts in each workshop.

We also offer year-round technique classes that give our performers the opportunity to explore their craft rather than work on a final production. Cross-training in the performing arts creates students who have a distinct advantage and are often better prepared for auditions and lead roles.

For serious musical theatre students, we present two annual musical theatre productions including original shows and Broadway revivals.

MT1: Front Row Center (Ages 5-9)

This class teaches the fundamentals necessary to build a strong foundation in theatre. At the end of each semester, students will prepare a themed in class Informal Presentation!

MT2: Broadway Bound (Ages 8-12)

This combination Acting and Singing/Dancing class teaches students techniques for stage acting as well as working as an ensemble. Students will have a more focused exposure to the three elements; singing, acting and dancing, to prepare a musical theatre "Best Of" show presentation in our Black Box Theatre. This level is our current MT Workshop Classes.



MT3: ADVANCED MUSICAL THEATRE PRACTICUM (AGES 10-17)

Throughout this class, students will learn different scenes, production numbers, and songs. This class will also be a part of our touring group which will require additional rehearsals, as well as on-location performance opportunities. Throughout class, students will have exposure to both individual work and ensemble work fully submersing them into the world of musical theatre performance.

IMPROV 101: (AGES 12 AND UP)

Improv is a key element of theatre. It teaches students to be in the moment and understand the importance of building a character. Throughout this class we will use games and activities to practice the skills and techniques necessary for improv. We will work on building character choices, relationships, environment, conflict, resolution, and how to be in the moment. At the end of the semester, we will have an Improv "Coffee Shop" Experience where family and friends are welcome to come and enjoy an in class presentation of Theatrical Improvisation.

INTRO TO MUSICAL THEATRE DANCE (AGES 7 AND UP)

This technique class encourages students to learn the fundamental dance vocabulary necessary for Musical Theatre style dancing. We will be working with basic choreography, flexibility, and developing muscle memory for these movements.



SCRIPPS EN TOUR

FOR MUSICAL THEATRE 3 STUDENTS AND INVITED JAZZ DANCERS

By invitation only

This group will perform Musical Theatre skits and Contemporary style dances throughout the San Diego area and will require a full season commitment and concurrent enrollment in the Musical Theatre Level 3 class. The children will perform 1-2 times per month. Students selected will need to be enrolled in a minimum number of dance or Musical Theatre technique classes per week to be determined based on age and technique level.



Music

Our Music Department offers private voice lessons and piano lessons, making the Scripps Performing Arts Academy a convenient one stop shop for all of your family's performing arts needs. Our professional, experienced faculty offers lessons for students from beginning to advanced levels. For our musical theatre students, a convenient voice and piano lesson combo is offered, to provide efficient training and further develop their skills.

Facilities and Equipment

SCRIPPS RANCH FACILITY

Our Scripps Ranch Facility is a spacious 10,000 square foot facility, including 5 studios and the Vincent Paul Black Box Theatre.

Within this space is one extra large studio for the upper level classes and rehearsals and the Vincent Paul Black Box Theatre. The VPBB is an equally sized space, completely furnished with professional stage lights and curtains, allowing for several in house performances each year.

There are three beautiful mid-sized rooms for the younger children to help keep their attention focused on the teacher and their activities. These rooms are also used for classes and rehearsals.

There is also a student lobby where students can complete homework and work on any steps before their classes begin and a separate room for our Imagination Station program, a private all-girls Junior Kindergarten.

Attached to a comfortable lobby for parents to relax while the students are dancing are two private music studios. All studios have viewing windows.

CARMEL VALLEY FACILITY

Our Carmel Valley Facility is a 3,000-square foot facility, located right in the foot hills of Torrey Pines State Reserve.

We have two beautiful studio's with sprung flooring covered in Marley for the best dancing surface available. A large studio for the upper level classes and rehearsals, and a beautiful mid-sized room for the younger children to help keep their attention focused on the teacher and the activities. All studios have viewing windows.

Within this space is an area for waiting and/or studying for those long days at the studio. There is also an administrative office attached to a lobby and exterior patio for all parents to relax while their children are dancing, 2 large rest rooms and convenient cubbies for easy storage of shoes and dance bags.

FLOORING

All studios at both locations are equipped with professional raised wooden floors covered with Marley ((professional vinyl coverings made especially for dance), floating above a Styrofoam base. This flooring system is used by professional companies all over the world and is instrumental in providing a safe dancing experience for students of all ages and techniques.



Performance Opportunities

SCRIPPS BALLET THEATRE (SBT) WWW.SCRIPPSBALLET.COM

It is the mission of SBT to provide pre-professional ballet dancers with the opportunity to perform original classical and contemporary works while educating young audiences throughout their local community about the strength, tenacity and relevance of ballet in the 21st century.

The Scripps Ballet Theatre is dedicated to developing the full artistic potential of every dancer. It is our goal to provide students with professional level performance opportunities and our community with wonderful ballet performed by local youth.

The benefits of joining the company include several performance opportunities, priority casting in all productions, the opportunity to work with guest choreographers, first considerations on field trips and classes with guest teachers and more. SBT dancers will also have their Independent Study P.E. fees waived. Company members may also have the opportunity to participate in the Regional Dance America/Pacific Festival.

All dancers are required to audition. Auditions will be held once a year in September. Prospective senior company dancers should be between the ages of 13 and 19 years old by December 2015.

Prospective junior company dancers should be between the ages of 11 and 14 at the time of auditions. Dancers not selected for the company may still audition and participate in the Nutcracker and the All-School End of Year Performance individually.

ANNUAL PRODUCTIONS

Being able to learn choreography, memorize a song or lines and then perform that work for an audience is an important part of any artist's training.

As a supplement to our dance training, we perform two all-school dance productions annually, The Nutcracker and our All-School Productions (which vary from year to year), and three Musical Theatre productions. All students are encouraged to audition as everyone will receive a part.

Casting is based on work ethic, behavior and attendance throughout the school year, performance at the audition, and technical aptitude for the roles. If there are only a few students technically ready for a role, they may receive it several years in a row. Special parts are given to students who have shown themselves capable of performing them with the artistry and skill required.

It is important to remember that casting can be changed or remain the same from year to year. You are not guaranteed a role simply because you have or have not done it already.

All ballet students who wish to participate in The Nutcracker must be enrolled in ballet classes from October through December. All students who wish to participate in the All-School show must be enrolled from January to June.

All Casting Decisions are final.

ADDITIONAL PERFORMANCE OPPORTUNITIES

The Scripps Performing Arts Academy and SBT are often invited to perform at local events throughout San Diego County including but not limited to Library Events, Charity Teas, Bookstores, and Isabella's Giraffe Club events.



Philosophy

At the Scripps Performing Arts Academy we believe that it takes commitment, discipline, imagination, and hard work to reach your full potential. Our goal is to instill in our students respect for both themselves and the performing arts they practice. We believe that ballet is the essential foundation for success in all aspects of life and the performing arts.

Each student receives professional training regardless of their body type, ability, or intentions in studying.

The ballet syllabus is a synthesis of the best of our Russian, French, English, Italian and American school backgrounds and provides a clean, unmannered technique that enables students to be accepted into the finest ballet companies with the least amount of stylistic adjustments. The faculty is in close communication and coordinates yearly goals so that their information to students is either consistent or complimentary.

Through carefully guided training, humor, and a hands-on commitment to excellence, our talented faculty will strive to unlock the skill and inspire a love and appreciation for dance and the performing arts.







Enrollment

CLASS PLACEMENT

All students are carefully observed and placed in an appropriate level by our professional staff. Placement decisions are based on what we feel will best serve the experience and progress of the student, taking their dance experience, temperament, emotional maturity and age into consideration. Each student, being a unique individual, progresses at their own rate and will be evaluated individually.

Dance technique, especially ballet, takes years to master, and mastery of the current class level will dictate success in the next. Dance is highly rigorous and it is important that strength and awareness are developed so as to meet the ever increasing demands

and prevent injuries. It is not uncommon for students, even very talented ones, who go on to professional careers, to spend two or more years in the same level.

EVALUATIONS

All students are carefully observed and placed by our professional staff. Although written evaluations will only occur annually, we reserve the right to promote students throughout the year as they progress, if we believe it would be beneficial to the student's training. Pre-Professional Students in level five A through seven may schedule a mid-year conference with the academy principal to discuss progress and goals for the year. If you wish to receive a written evaluation more frequently, you may request one for an additional fee of \$65. If you wish to meet with a member of the artistic staff to discuss placement, an appointment may be scheduled for a fee of \$70, the hourly rate of a private lesson. If you wish to meet with both the executive director and an academy director, you may do so for a fee of \$140. Observation of your student in class with a faculty member is mandatory prior to all student related meetings.

It is important to have a clear understanding of you and your child's dance education expectations. These expectations must be considered when selecting the correct training program for your child. Please feel free to make an appointment to discuss your child's needs.

This philosophy of training, placement and evaluations carries over into all disciplines taught at the Scripps Performing Arts Academy.



Policies and Procedures

DRESS CODE

A mandatory dress code is enforced to maintain a professional environment and develop the discipline artistic study requires. Students arriving to class without the necessary items or 5-10 minutes late may be asked to observe class.

Ballet

- All female Ballet students are required to wear pink ballet shoes (should fit like a glove for level V and up), pink tights on feet, and black leotards. Elastics must be sewn inside the shoes, drawstrings should be tucked in during class and tights and leotards should have no holes larger than one inch.
- For students enrolled in Creative Dance to Ballet IV, we recommend full soled leather ballet shoes. Leather shoes last much longer than canvas and a full sole helps to strengthen the feet.
- Ladies: Hair is to be securely and neatly fastened in a bun with pins. Ballet IV-VII may forgoe the hairnet, provided the bun itself has absolutely no flyaways. Bangs should be pinned or sprayed. If you need assistance making a ballet bun, please come to class 15 minutes early so a staff member can assist you. If you are having difficulty finding supplies, you may purchase a bun kit for \$5.00 from the office. Student's whose hair is too short to secure in a bun must wear a black or white headband.
- All Male Students are required to wear black tights with black shoes or with white socks and white shoes, white fitted shirt or leotard and dance belt. Tights should be secured with elastic suspenders or waist elastic. A black or tan dance belt (athletic supporter) is required for all boys 12 years and older..
- Gentlemen: Hair is to be neat and off of face. A solid colored headband or bandana may be worn to keep longer hair out of the face.
- **Dancewear is not appropriate attire for the street and students must wear street clothing over their leotards and tights and shoes.** Being outside in a leotard and tights, especially after a class when your body is warm can lead to illness or injury to muscles and presents the student and SPAA in an unprofessional manner.
- Leg warmers and knit warm up pants are acceptable for cold weather only, until the completion of barre.
- **Warm ups may be worn to nurse an injury, with instructor permission before class. Preferred warm up colors are black and ballet pink. All warm ups must be close fitting and should only be worn until the body is warm. Please wear only solid colors and avoid patterns and bright colors. Warm ups are not permitted during Intensive Programs and Master Classes.**
- Shorts of any kind should not be worn to ballet class unless you have a specific reason for doing so and notify your teacher of the reason before class.
- Solid Colored Skirts are permitted for Ballet IV to Ballet VII for pointe class, rehearsals and center practice ONLY at the discretion of the teacher.

- Please no skirts or leotards with attached skirts for technique class for dancers in the Creative Dance through Ballet III. Skirts may be worn for rehearsals.
- Colored leotards, Colored Skirts and choice ballet hairstyle may be worn to Ballet class and rehearsals on Saturdays with footed pink tights and pink ballet shoes. **(Level IV- VII ONLY)**
- No Jewelry of any kind is to be worn during class. This includes but is not limited to watches, necklaces, long hanging/ dangling earrings, and bracelets. These items are distracting and can be hazardous if they fall off or loosen. Students in Ballet V and higher should use their judgement in selecting appropriate earrings for class.
- All dancers over age 10 are required to wear deodorant.
- Underwear should not be visible under your tights.
- Wearing underpants with tights is unnecessary, but if you desire to do so, please make sure it is not visible.
- Dancers who need additional support may wear bras underneath their leotards as long as it is not visible or is the same color as the leotard.
- Adult dance students may wear their choice of dance attire with appropriate footwear.

Musical Theatre

- Musical Theatre students must purchase an SPAA Musical Theatre t-shirt to be worn with jazz pants or solid colored leggings. Hair should be secured in a ponytail or bun. **No street shoes** are to be worn inside the dance rooms. If you own ballet or jazz shoes, feel free to bring them with you to class.
- Jeans are not appropriate for any classes.

Tap, Jazz and Modern

- Student enrolled in Jazz or Tap 3 and below are required to wear a black leotard with tan or pink tights and shorts, leggings or jazz pants. A form fitted shirt may be worn over the leotard at the discretion of the teacher.
- Jazz students are required to have Tan Jazz shoes for performances and Tap students should have Black Jazz Taps.
- Students enrolled in Jazz or Tap 4 and up may wear their choice of appropriate form fitted dancewear.
- Crop tops and bra tops are not to be worn alone by dancers under 15 years of age.
- Hair should be secured in a ponytail or bun.

All Students

- Only water is to be brought into the dance rooms. No Gatorade, Juice, Smoothies, Coffee, Iced Tea or Food should be brought into the dance rooms.
- Please do not apply body lotion within three hours of your scheduled class time. When laying on the floor, lotion transfers from body to the marley floors making DANGEROUS slippery spots.

How to Make a Ballet Bun



1. To start the process, lightly spray your hands and the hair with water. This will give you better control over the hair. Form a pony tail by brushing the hair up from the jaw line to the top part of the back of the head. Apply hair gel if you need more control over the hair. Use a hair brush to smooth out rough or uneven areas. This will form a high bun.

Materials List

- Spray bottle filled with water
- Hairspray or gell
- Hair pins (Thicker type with plastic tips.)
- Elastic band
- Brush
- Hair net (Fine net with elastic edges. Should be same color as hair.)



2. The placement of the pony tail determines the placement of the bun. A snug and tidy pony tail is essential to making a good ballet bun. Mid and low buns may be used with short hair. Very short hair can be done in two low side buns, or a headband may be worn.



3. Twist the pony tail and coil it into a tight circle.



4. Using HAIR PINS, slide the pins through the outer coil and then into the base of the bun, all around the coil. The pins should be put through the coil, away from the bun, and then pushed back in towards the bun to secure the hair.



5. You will need 4-8 hair pins, at minimum, depending on the length and thickness of the hair.

Gel or Hairspray Must be Used to Smooth Hair for Performances, but is Optional for Class



6. Wrap a fine hair net around the bun, continually twisting and wrapping so that the hair net secures the bun. Excess net may be tucked and pinned under the coil.



7. A flat bun is preferred. If the bun seems to protrude, remove all pins, the hair net will hold the bun, and then flatten the bun with your hands and repin.

8. Bobby pins may be used to secure shorter flyaway pieces and long bangs.





ATTENDANCE

Consistent attendance plays an important part in success in any artistic or athletic endeavour. Regular attendance is vital to improvement and progression and is heavily considered during casting for all productions and evaluations for promotion to the next level. Our school year runs from September to June, and although we enroll year-round, students are expected to complete the full year. Student progress and accomplishments correspond directly to their attendance and effort in class.

Students are expected to attend all classes and School related rehearsals to which they are assigned. A student enrolled in levels IIIA-VII suffering a minor injury or illness is expected to continue with his or her classes and rehearsals, participating as an attentive observer seated inside the studios while the classes and rehearsals are in progress.

Students aged 11 and older, should arrive 10-15 minutes prior to the scheduled class time and start warming up before class begins. Students in Creative Dance Foundation through Ballet III should arrive 5-10 minutes prior to their scheduled class time.

All classes start promptly at their scheduled time and students should be ready to begin class at that time. The combinations intended to warm up and prepare the body for the later part of class are performed at the beginning of class. Students later than 5 minutes may be asked to observe class. Punctuality is one of the many things that contributes to the discipline ballet and dance develops, and we thank you in advance for your assistance in getting your students to class on time.

To minimize absences, parents are urged to take into consideration lessons and rehearsals when scheduling their children for appointments and when planning family vacations. Student absences should be promptly reported to the Academy office. Students enrolled in the Lower/Upper Division program, should not miss more than three ballet classes a month without making up the class. Failure to do so may result in placement and/or pointe re-evaluation and will affect casting decisions. *Dancers in Ballet V or higher, taking five or more ballet technique classes per week are excused from the required make ups.*

Unlimited students: for any class that is full with a waiting list, missing more than three classes in one month will result in your class space being given to someone else.

MAKE UP CLASS POLICIES

Tuition is calculated as an annual rate divided into Ten easy payments, taking studio closures and holidays into account. There are no refunds or adjustments for missed classes, cancelled classes, or studio closures. As a courtesy, we offer you the option of making up any missed classes in a comparable class. SPAA allows for **one weeks worth of class hours to be made up per calendar month.** Make-ups for Thanksgiving, Winter break and classes missed due to Academy productions are not permitted.

The studio office must be notified on or before the day of the absence to ensure class credit. The make-up class must be taken within the same calendar month of the missed class and you must be a currently registered student to make up missed classes. Make-Up

classes cannot be used to forgo tuition the following month.

The Academy reserves the right to employ a qualified substitute when the regular teacher cannot attend.

INSTRUCTION PRACTICES

The Academy strives to offer teaching that is both individual and hands-on. It is normal for a member of the faculty to manually and physically position a student to explain a point of instruction or to pinpoint an error in his or her technical execution. The Academy neither condones nor tolerates any touching of students by instructors that is harmful, professionally reckless, or that violates generally-accepted tenets of propriety.

ETIQUETTE

STUDENTS

The Dance world is very much one of its own, and just as a formal dinner has specific rules, so does a dance class and studio. These rules create an atmosphere that is most conducive to learning and creativity.

Students are not to run, play tag, or do cart wheels in the studio prior to their class. No one should be in the dance room until their teacher tells them it is an appropriate time to enter.

Large Dance Bags should be kept in the cubbies provided or along the side walls in the hallway. Valuables should be left at home or carried in with the student in a small personal bag.

Cell phones should be off or silent once they have entered the building, and are not to be answered during class.

If a student needs to leave early, they are to notify their teacher before class starts and should leave quietly when it is time to go. Students must also notify their teacher, prior to the start of class, of any injury or ailment that may prevent them from participating in class fully.

Students are not to speak during class unless they are addressed by the teacher or have a question relevant to what the class is working on. However, if there is illness, injury, or undue pain, please let the teacher know immediately. For no reason, short of illness, should a student leave the dance room without requesting their teachers permission.

Students should receive corrections gratefully and apply them immediately (attempt the step again). There should be no negative comment or questioning of the corrections.

Student should wait until the teacher is finished showing an exercises AND marking it through prior to asking questions.



When a class or rehearsal is in progress, students should make eye contact with the teacher and wait until the music stops to cross the dance floor or join the class.

Students who are not prepared for class (no ballet shoes, no bun, wrong color leotard) may be asked to observe class at the discretion of the teacher. If a student is observing class due to injury, illness, or improper uniform, they will be required to take notes on class and turn them in to the teacher after class (Level IV and Up).

PARENTS

Please remember that the studio is not a playground. Children are not to play in the dance rooms and no one should enter the dance rooms without permission from a faculty member.

Please keep a close eye on your little ones while you wait in the lobby. They are not to play in the Imagination Station area.

Please make sure that you take your younger students to the rest room before their class begins to avoid having to interrupt their lesson.

Please do not try to speak with faculty members in between or during classes. Each class must start on time and there is simply not enough time in between classes to speak with you individually. Parents may schedule a meeting with a faculty member to discuss matters about their children by leaving a note in the box, a message on the machine, emailing the office at info@scrippsperformingarts.com or speaking with the office staff.

If you are waiting outside of the dance room, please be conscious of your volume. Talking, laughing, and even phone conversations can be very distracting to the dancers in class.

Please do not wait to pick up your children on the carpeted area of the hallway or right outside the dance room. Dancers arriving for the next class need to be able to enter the room quickly and it is a fire hazard to have the exits to the dance rooms blocked. For your convenience there is a lobby with reading materials and seating.

If you need you pull your dancer out of class early, you or your dancers must notify the teacher prior to the start of class and when you arrive to pick them up, wait until you've gotten the teachers attention to enter the studio. There are no clocks in the studios so you may need to come inside to collect your dancer, or call the office and they may notify the student.

STAYING INFORMED

Please be sure to read this handbook in its entirety, check your e-mails weekly, add us to your contact list, "like" us on Facebook and follow us on Twitter. Flyers and information are also routinely sent home with your children and via e-mail. Children often forget these flyers in their dance bags. It is your responsibility to stay informed of all notes, notices, and bulletins. We do not want you to miss out on the opportunities and programs offered.

CLASS OBSERVATION

As a reminder, we have official observation days twice a year. Observation of at least one class is **REQUIRED** for Parents of dancers in the Lower and Upper Division (Ballet III and up).

Remember that your presence alone can be a distraction to the students, so please adhere to the following rules:

- * Parents observing class should be silent. Please do not socialize with other parents observing class.
- * Cell phones should be turned off and not answered in class. If a call must be taken, the person should quietly excuse themselves from the room.
- * Please do not initiate conversation with your child during class. Not only does it distract your child, but also the rest of the class.





TUITION POLICIES

Our school year begins in September, the Tuesday after Labor Day and continues through to mid-June. Tuition is calculated as an annual amount, taking into account holidays and studio closures, divided into Ten even installment payments.

We thank you in advance for making timely payments utilizing our automatic payment system. **If your family chooses not to be on auto pay, there is an additional \$25 administrative fee per month.** Payments are due at the time of registration and the first of the month, September through May.

There is an annual **\$50.00 registration fee per individual** due at the time of enrollment. A registration fee will be charged to individuals returning after an absence of 4-weeks or more or if the individual is not registered for the new school year by June 15th.

After September 1st, Families must pay tuition for their first month and June tuition at the time of registration.

Checks or Credit Card payments returned for insufficient funds incur a \$35.00 transaction fee.

Monthly payments are pro-rated as follows: Register 1st-15th pays full month at time of registration. Register 16th-31st pays half month at time of registration.

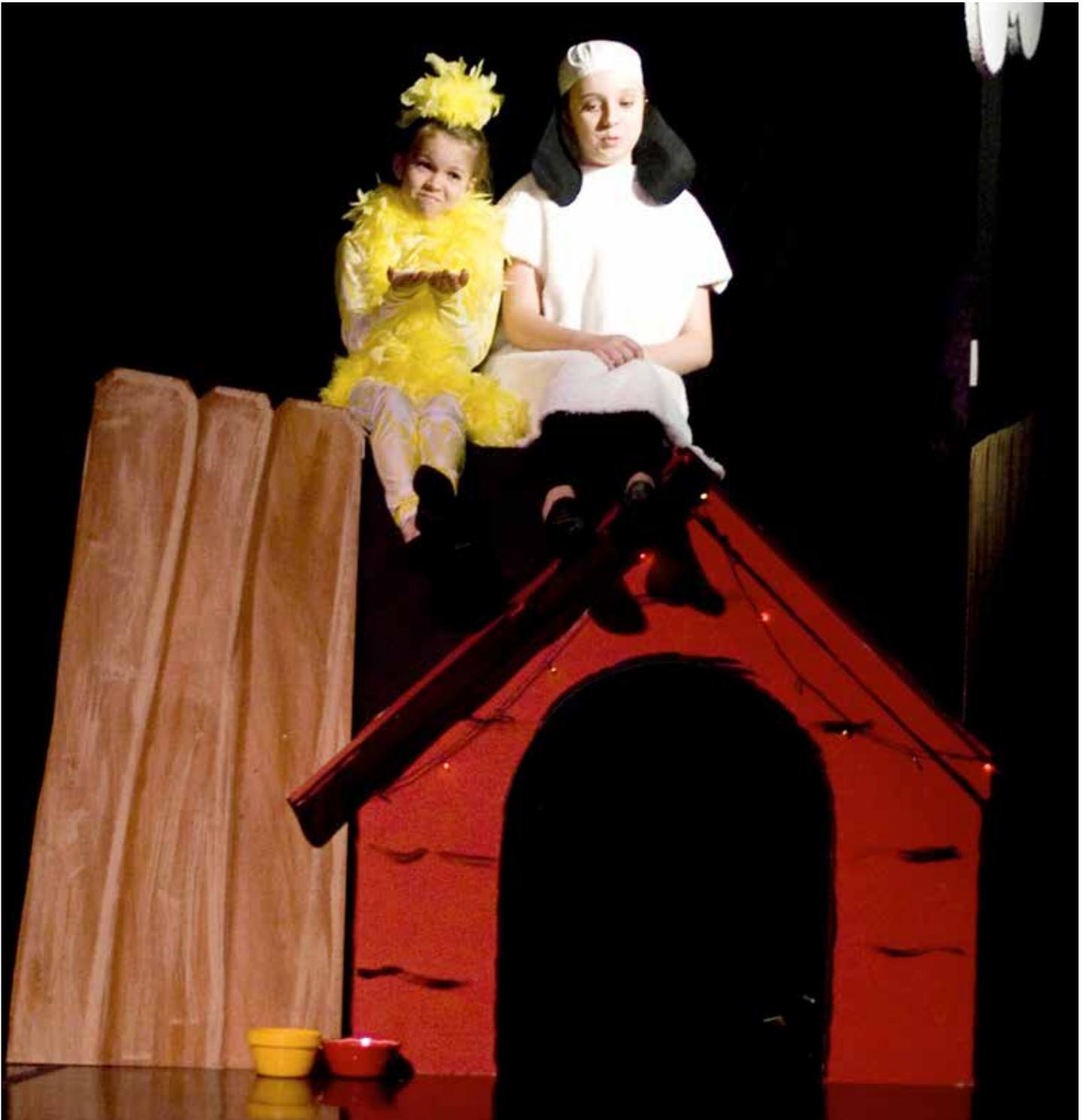
When you register, you are committing to our full, year-long curriculum. You may withdraw at any time with the understanding that there will be no refunds for any unused tuition.

Tuition and Production fees are NOT transferable or refundable.

WITHDRAWAL

If your child seems to be losing interest or has to withdraw from the Academy for any reason, we would be most grateful if you could inform us. Often, the problems that arise are easily solved, and we would like to have the opportunity to try.

In the event that you decide withdraw, written notice should be delivered in person, utilizing our withdrawal form available at the office. You may withdraw at any time with the understanding that there will be no refunds for any unused tuition.



Alexandra Polaski, trainee San Francisco Ballet, Boston Ballet, student of Miah Nwosu and SPAA since Age 6
Pictured during the 2009 SPAA Summer Intensive Program



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