

Contacts

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PARTNERS
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Important Dates

Quarter 1: August 25 – November 8, 2008

- 5000x100 Fundraiser August 25 – October 7
- Barnes and Noble Gift Wrapping December 20 & 23
- Auditions for The Nutcracker: September 27

Quarter 2: November 10, 2008 – February 14, 2009

- Nuts! Fundraiser November 3 –December 3
- Performances of The Nutcracker: December 12 - 14
- Auditions for Choreographers' Showcase: Tango to Two-Step

Quarter 3: February 16 – May 9, 2009

- Pizza Corner Fundraiser: February 16 – March 24
- Performances of Choreographers' Showcase: Tango to Two-Step
- Auditions for Alice In Wonderland
- Performances of Alice in Wonderland

NORTHERN PLAINS

Student Handbook • 2008-2009

DANCE ACADEMY

Mission

To provide the region with quality performances and community outreach programs through a professional ballet company and training center.

Vision

To be recognized as a world class performing arts organization committed to the region's cultural and artistic development.

Attendance

Regular attendance is essential to the development of your student, and it also plays a key role in issues such as casting, level placement, or scholarships. We cannot stress enough the importance of regular attendance in the classroom.

- If you know ahead of time that your child will be missing class notify NPDA so that his/her absence will be considered excused. Excused absences will permit the student to attend a make-up class.

- An absence that is not reported before the start of class will be considered unexcused until the student's parent speaks directly with the Director. Unexcused absences cannot be made-up in other classes and will count against the student's attendance record.

Speaking with a Teacher

If you are wondering about your child's progress in class, you may make an appointment to speak with the appropriate teacher through the Director. It is often difficult for a teacher to speak to a parent in between classes, so we ask that you please refrain from doing so.

Parents are asked to direct any comments, problems, or questions to the Director.

The front desk staff are not permitted to give out student or teacher phone numbers, therefore, we ask that phone numbers be exchanged on an individual basis.

Parking

Parking for NPD available on both sides and the back of the building. Please do not park in front of or on the west wall of Turitto's Dry-Cleaning; **your vehicle will be towed.**

Banned Substances

Smoking and tobacco use is prohibited for all NPDA students on school property. Students disregarding this policy will face suspension and/or expulsion from NPDA. Any student who is suspected of being under the influence of any illegal substance will be asked to leave the property immediately. Any student found using drugs, consuming, or under the influence of alcohol, including providing drugs or alcohol to another student, will face expulsion.

Cameras

Photographing or videotaping class requires advance permission from the Director. Photographing or videotaping of rehearsal and performances is strictly prohibited.

Communication

- Bulletin boards located on the wall outside of the restrooms are a main source of communication. It is your responsibility to check these bulletin boards on a regular basis for updates and changes in rehearsals, activities, fundraisers, and events.
- Please read the bulletin boards carefully as important notices are placed here daily and the answers to many of your questions can be found here.
- Student mailboxes are located on the wall outside of the restrooms. Each student will have an assigned mailbox. All tuition bills will be placed in your mailbox before the 1st of every month. It is necessary that we have your updated email address so we can send you updates and important notices. If you change your email address or switch service providers it is your responsibility to notify us.

Dressing Rooms

Student dressing rooms are located in the middle lobby area and are for the use of all NPDA students. If students wish to keep dance clothes at the studio they must provide a plastic container to keep them in. Any items found on the dressing room floor at the end of each week will be placed in the lost and found. Dressing rooms are to be kept clean.

Lost & Found

Items left in the studios will be collected at the end of the day and placed in the lost and found bin located in the lobby, which will be emptied at the end of each month. We encourage all students to label their shoes, tights, etc., to insure that personal items are recovered.

- If a student is not able to attend class due to illness or family emergency they are encouraged to take a make-up class (see make-up classes).
- Please notify the office of absences in person, by phone or by email at dance@northernplainsdance.org
- Ask your instructor or the Director for any questions you have concerning a prolonged illness or more than one absence in a month.

Punctuality

All students should arrive on time for each class. Class will start at the designated time whether the student is in the dressing room, bathroom, or in the hallway talking. It can be very distracting to both the students and teacher when other students are walking in late.

- If a student arrives 15 minutes late to class he/she must sit out and observe the class. This is for the safety of the student.
- Students may not enter class late or leave class early without the teacher's permission.
- If you are having a hard time getting your child to class on time because of another activity, please notify the studio of your problem and we will do our best to work around conflicting schedules.

Make-up Classes

Making up missed classes is an option, not a requirement. Make-up classes are available to students who have excused absences or if for some reason NPDA had to cancel.

- You may make up a class up to four weeks following the absence.
- Missed classes must be made up in a similar class. For

**Drop/Add
Forms**
**Class
Cancelations**

example, you cannot make up a missed ballet class in a jazz class.

- Your child’s instructor can best give you the day and time of an appropriate make-up class.
- It is the student’s responsibility to obtain a class pass from their teacher to be presented when taking a makeup class. This pass allows the student to maintain his/her attendance record.
- Attendance in the make-up class will not be counted without the pass.
- Missed classes may be a factor in casting choices and class placement.
- Tuition will not be reimbursed for any absence.

If a student wished to drop a class that they have enrolled in or add a class during the course of a quarter, they must complete a Drop/Add form available in the lobby. Students will continue to be charged for classes that they have dropped until they have turned in a completed Drop form. Students will be charged a per-class rate of \$15 for classes attended without a completed Add form.

- Any class with an enrollment of less than 5 will be cancelled by NPD. NPD will issue a refund due to low enrollment unless the child chooses to enroll in another class of equal or lesser tuition price.
- A teacher may cancel a class if only one student is present.

Studio Rental Rates

Business Hours

- Monday - Friday
•9am to 8:30 pm
- Saturday
•10am to 5pm

	NPD Employee Teacher	Non-Employee Teacher
NPD Student Solo	\$5	\$10
NPD Student Duet	\$10	\$15
NPD Student Trio	\$15	\$20
NPD Student Group	\$20	\$25
Non-Student Solo	\$10	\$20
Non-Student Duet	\$15	\$25
Non-Student Trio	\$20	\$30
Non-Student Group	\$25	\$35

Non-Business Hour Rates

	NPD Employee Teacher	Non-Employee Teacher
NPD Student Solo	\$10	\$15
NPD Student Duet	\$15	\$20
NPD Student Trio	\$20	\$25
NPD Student Group	\$10	\$20
Non-Student Solo	\$15	\$25
Non-Student Duet	\$20	\$30
Non-Student Trio	\$25	\$35
Non-Student Group	\$30	\$40

PARTNERS

- The theatre atmosphere is comparable to that expected in a sanctuary. Dancers are expected to behave accordingly.
- No running, eating, yelling or loud talking will be tolerated.
- No gum chewing is allowed.
- Student dancers are expected to respect others and to obey adults or theater personnel.
- All students are expected to respect their costumes and to replace them on hangers after each use. This should be a dancer's job, not that of the parent of the dancer. At no time should students eat or drink in costumes, sit in costumes, or place their hands on the waist of a costume while waiting for performance. Any abuse of costumes will be fined with a dry-cleaning fee of \$30.00.
- Makeup guidelines will be provided before performances and must be followed.
- Do not bring valuables to the theater. NPD takes no responsibility for lost or stolen items.

PARTNERS, a new volunteer organization of NPD will hold monthly meetings to facilitate volunteers, organize events, and aid in the operations of NPD. PARTNERS will hold monthly "brainstorming sessions" on the same day of each month to delegate responsibilities for upcoming events. Members in good standing will receive a PARTNERS shirt to wear at all NPD functions.

Class Descriptions

CREATIVE MOVEMENT - Creative Movement is an introduction to ballet for three to four year olds. Through rhythm, games, music and imagination students learn basic ballet positions, coordination and musicality. Students must be potty trained and be able to communicate with others. Students will attend one, one-hour class per week.

PRE-BALLET – Pre-Ballet is designed to introduce students to the foundations of ballet. Students learn basic technique, basic vocabulary, rhythm, and musicality through barre and center floor work. Students will learn discipline that better prepares them for the more

Parent Observation Scholarships

NPD welcomes family and friends to watch class only during the 10th week of each quarter.

- Quarter 1: October 27 – November 1, 2008
- Quarter 2: February 2 – 7, 2009
- Quarter 3: April 27 – May 2, 2009

There are a limited number of partial scholarships for the 2008-2009 school year available to students who have studied in the Academy for a minimum of one year and who are enrolled for a minimum of two classes per week during the 2008-2009 school year. Scholarship awards are given based on financial need. Scholarship applications will be accepted at the beginning of each quarter.

Scholarship recipients will be asked to sign a letter of agreement that states that they will volunteer at NPD for 15 hours per quarter. If scholarship hours are not completed, the student will automatically lose their scholarship for the following quarter.

structured training of Ballet 1. Students will attend one, one-hour class per week.

BALLET 1 – Ballet 1 is designed to help students continue with basic ballet training while further developing vocabulary and strength for quicker advancement. Ballet 1 is a class designed for students who have completed Pre-Ballet and are ready to study more challenging work in his/her barre work and center floor work. Students will attend one, one-hour class per week.

BALLET 2 – Ballet 2 is for those students who have a more serious interest in furthering their knowledge of ballet technique. Students must have completed Ballet 1 or its equivalent. Ballet study advance in the areas of petite allegro, spotting, balance, use of port de bras, and adagio. Students will attend two, one hour and fifteen minute class per week.

BALLET 3 - Ballet 3 is a class designed for students with previous training in Ballet 2 or the equivalent. Barre work will be emphasized so as students progress center floor strength will be easily achieved. Students will attend two, one and a half hour class per week.

BALLET 4 - Ballet 4 is the most advanced level of ballet at NPDA. Students must have completed Ballet 3 or the equivalent. Students enrolled in Ballet 4 may enroll in Pointe I. Students will attend three, one and a half hour classes a week.

Pre-Pointe - Help strengthen your ankles and toes to prevent and injuries that may occur while on Pointe. Must be enrolled in Ballet 3 or Ballet 4 to participate and must have the approval of the instructor. Students will attend one, one-hour class per week.

Performance Etiquette

- Jungle
- Hip Hop
- Junior Company Class (\$160)

Senior Performance Company Core Class Requirements (minimum of 4 dancers)

- Ballet
- Jungle
- Hip Hop
- Senior Company Class (\$190)

Solo, Duet, Trio Core Class Requirements

- Ballet
- Jazz/Hip Hop/ Jungle
- 1 Additional Class in the style you will be performing

NPDA strives for professional standards in performance guidelines for rehearsal and performance:

- Casting decisions are not up for discussion or negotiation.
- Casting is determined by the NPDA professional faculty to facilitate the best possible production.
- Students may or may not be cast in the same roles as their classmates.
- Students cast in NPD productions are expected to attend all rehearsals.
- Rehearsals will be posted on bulletin boards one-week prior to rehearsals. Rehearsals frequently fall on Saturday afternoons and close to performance may occur on Sundays. If students miss two or more rehearsals they may be removed from a section or an entire production.

APPRENTICE AND TRAINEE COMPANIES OF NORTHERN PLAINS BALLET

Replacing the Pre-Professional division is the newest level of Northern Plains Ballet. Students of NPDA who show serious commitment to dance will be invited to join. Members of the Apprentice Company and the Trainee Company will be able to participate in main stage productions outside of NPD's 2008-2009 season. Apprentices and Trainees will be invited to one additional class per week, free of charge, to further their training and solidify them as a group. In addition, NPB Apprentices and Trainees will receive a 5% discount on tuition, though if a student decides to also participate in competition companies, this discount does not apply. Apprentices and Trainees will receive headshots to be published in all NPB production programs in which they are participating. Invitations into these companies can be obtained throughout the year through auditions for NPD productions.

COMPETITION/COMPETITION COMPANIES OF NORTHERN PLAINS DANCE ACADEMY

Auditions for Competition Companies will be held in May each year for the following school year. Students interested in attending competition as a solo, duet, or trio may decide to do so at any point. Northern Plains Dance will attend two local dance competitions each year in April/May. Companies and individuals may decide to attend additional competitions by vote. Below, please find the class requirements for each group that will attend competition. Additional requirements apply; please see the Director a copy of the full guidelines.

Junior Performance Company Core Class
Requirements (minimum of 4 dancers)
•Ballet

Pointe- Start or continue work on Pointe building the basic knowledge and strength necessary to make Pointe work easier and beautiful. Student may enroll in Pointe if they have had a minimum of one year of study on Pointe. Students will attend one, one-hour class per week.

Jazz 1- Jazz 1 is tailor-made for those young kids who like to move to the music on the radio. This class is upbeat and fun and filled with lots of movement. Students will attend one, one-hour class per week.

Jazz 2- Jazz 2 class provides students with the tools they need to advance into more difficult choreography. Heavy emphasis is placed on dancing to the music, so that students learn to express themselves better in their dance movements. Students will attend one, one-hour and fifteen minute class per week.

Jazz 3 - Students enrolled in Jazz 3 must have mastered the basic jazz technique introduced in Jazz 1 and Jazz 2. Jazz 3 will move the study of Jazz dance into a more contemporary realm. Students will attend one, one and a half hour class per week.

Tap/Teen Tap - Through rhythm, games, music and imagination students learn basic tap steps, coordination and musicality. Tap is perfect for those kids who like to make noise and shuffle their feet. This is a fun, loud, and great for kids with a lot of energy! Students will attend one, one-hour class per week.

Hip Hop 1 -Hip Hop 1 is geared towards those youngsters who like to "dance to the music." This class is especially good for those kids who have a gymnastics background or like to tumble. Students will attend one, one-hour class per week.

Hip Hop 2- Hip Hop 2 is an athletic class filled with the newest dance steps. Students enrolled in Students will attend one, one-hour class per week.

Hip Hop 3 –Hip Hop 3 is open only to those students who have completed Hip-Hop 1 and Hip Hop 2 or the equivalent. Old School and new school street styles are combined with basic break dancing to further challenge students. Students will attend one, one hour and fifteen minute class per week.

Hip Hop 4 –Hip Hop 4 is open to student by invitation only. Students are challenged to move faster, sharper, and heavier than they have previously. Students enrolled in Hip Hop 4 will attend one, one and a half hour class per week.

Jungle 3- This innovative class focus is Modern dance technique and earthy African movements. Broaden and increase your versatility while discovering your inner drives. Students will attend one, one hour and fifteen minute class per week.

Jungle 4 – Jungle 4 is open to students who have completed Jungle 3 or by invitation of the instructor. Go beyond the basics of Jungle 3 to further explore Modern techniques. Students will attend one, one and a half hour class per week.

Teen Ballet – Designed for the student who wishes to begin the study of ballet as teenagers. Join other teen beginners to learn basic techniques in a comfortable environment.

Men's Technique and Partnering – Learn the basics of the art of partnering in this invitation only class. Strength and agility are the focus of this class.

- Additional rehearsals may be scheduled for Wednesdays from 4:00 – 5:00.

- There will be Final Studio Dress Rehearsal on Saturday, May 9, 2009.

- Performance week is May 11 – 14, 2009 and no absences will be allowed during this week. If a cast member is absent from rehearsal, their understudy will perform in their place.

- Each cast member will receive two (2) general admission compensated tickets to the Thursday May 14th performance. These tickets may be upgraded to Reserved Seating for an additional charge.

- There is a \$160 Recital Fee associated with this performance, which entails a \$60 production fee and a \$100 ticket fee.

- On the day of auditions, there will be two options to choose from on the audition form to address the Recital Fee: Option A – Student will pay the entire Recital Fee on the day of auditions or Option B – Student will schedule and attend a meeting with the Director during the following week to discuss extenuating circumstances.

- The option selected on the day of auditions must be completed by the first scheduled rehearsal or the student will not be allowed to participate in rehearsal.

- Each family of a cast member is expected to volunteer for two hours over the course of this production (please see Northern Plains Dance PARTNERS).

mance. These tickets may not be exchanged for any other performance.

- There is a \$25 production fee associated with this performance.
- Each family of a cast member is expected to volunteer for two hours over the course of this production (please see Northern Plains Dance PARTNERS)

***NORTHERN PLAINS DANCE ACADEMY PRODUCTION
ALICE IN WONDERLAND***

- Auditions for Alice In Wonderland will be held Saturday March 14, 2009
- Specific times will be posted for specific age groups
- Casting will be based on performance and participation in scheduled auditions
- Casting will be posted on March 17, 2009
- Casting is subject to change and will not be final until Saturday May 9, 2009.
- All cast paperwork must be signed and returned by Saturday March 21, 2009.
- Cast members will be required to provide their own footwear and undergarments as outlined in the casting paperwork.
- Rehearsals for Alice In Wonderland will be held on Thursdays and Saturdays from March 19 – May 9, 2009.
- Understudies are expected to attend and participate in all scheduled rehearsals.

Open Classes

Ballet – This hour and fifteen minute class meets once a week and is perfect for our adult students, students who would like an extra class, or the casual ballet dancer. Learn basic vocabulary and steps in a laid-back atmosphere.

Ballroom & Swing – This class covers the basic steps for the waltz, fox trot, swing, and we may throw in a little salsa as well. Both couples and individuals are welcome.

Pilates – This class emphasizes abdominal core strength necessary for everyday tasks. This smart workout will engage your muscles quickly and leave you energized. Highly recommended for all students who wish to take their dancing to the next level. Taught by a PCC Certified Instructor.

Tap – The hour long class is perfect for the adult tapper. Through rhythm and music students learn basic tap steps, coordination and musicality.

Yoga –Yoga is for those who want to receive the lengthening and strengthening benefits of Ashtanga Yoga while incorporating power moves to increase metabolism.

Placement

Great care is taken in the class placement process as well as the construction of class schedules and the assignment of teachers. Each level contains students within a particular range of development so there will naturally be an upper and lower ability in each level. Students are placed according to their current stage of ability, physical and psychological development and age. Students progress faster by spending the length of time necessary to master these fundamentals,

rather than rushing ahead to the complex and faster paced steps of a more advanced level. Therefore:

- Class placement is solely at the discretion of the faculty and the school director.
- New students six years old and younger will be placed by age. New students seven and older may take a placement audition in one of our regularly scheduled classes.
- Placement of returning students is always a collective faculty decision. The faculty of NPDA reserves the right to re-evaluate a student's placement at anytime, based on factors, including but not limited to, performance and attitude. Questions regarding placement should be directed to the Director.
- NPDA reserves the right to place students in a higher-level class than age dictates. Such placement is based solely on the recommendation of the NPDA staff.
- Summer program experience, as well as mental and physical maturation over the summer, can result in dramatic changes in a student's progress. Therefore, evaluations and placement changes will occur during the first two weeks of the year.
- Tuition not received by the due dates listed below will be considered late and will be assessed a \$5 late fee per week.
- A reminder notice will be sent home with the students whose accounts are overdue.

tion in scheduled auditions.

- Casting will be posted on January 13, 2009.
- Casting is subject to change and will not be final until February 21, 2009.
- All cast paperwork must be signed and returned by Saturday January 17, 2009.
- Cast members will be required to provide their own footwear and undergarments as outlined in the casting paperwork.
- Rehearsals for Choreographers Showcase: Tango to Two-Step will be held on Thursdays and Saturdays from January 15 – February 21, 2009
- Understudies are expected to attend and participate in all scheduled rehearsals
- Additional rehearsals may be scheduled for Wednesdays from 4:00 – 5:00 during the rehearsal period
- Additional rehearsals may occur to accommodate for Guest Choreographers or Guest Musicians
- There will be Final Studio Dress Rehearsal on Sunday February 22, 2009
- Performance week is February 22 – March 1, 2009 and no absences will be allowed during this week. If a cast member is absent from rehearsal, their understudy will perform in their place
- Each cast member will receive two (2) general admission compensated tickets to the Sunday March 1st perfor-

Payment Options

- Cast members will be required to provide their own footwear and undergarments as outlined in the casting paperwork.
 - Rehearsals for The Nutcracker will be held on Thursdays and Saturdays from October 2– December 6, 2008.
 - Understudies are expected to attend and participate in all scheduled rehearsals.
 - There will be Final Studio Dress Rehearsal on Sunday, December 7, 2008.
 - Performance week is December 7 – 14, 2008 and no absences will be allowed during this week. If a cast member is absent from rehearsal, their understudy will perform in their place
 - Each cast member will receive two (2) general admission tickets to the Friday December 12 performance. These tickets may not be exchanged for any other performance.
 - There is a \$25 production fee associated with this performance.
 - Each family of a cast member is expected to volunteer for two hours over the course of this production (please see Northern Plains Dance PARTNERS)
- CHOREOGRAPHERS' SHOWCASE: TANGO TO TWO-STEP**
- Auditions for Choreographers Showcase: Tango to Two-Step will be held Saturday January 10, 2009.
 - Specific times will be posted for specific age groups.
 - Casting will be based on performance and participa-

•If a third late fee is assessed on an account, the student will not be permitted to attend class until the bill is paid in full.

•No tuition reductions are made due to absences.

Check

•When paying by check please write your child's first and last name in the memo line. All returned checks will be routed to Check Control who will be collecting checks on behalf of the organization and additional fees will apply.

Credit Card

•NPD is happy to accept Visa and MasterCard payments either in person or over the phone. An additional \$2 will be added to any credit card transaction.

Cash

•When making a payment in cash, please place in an envelope with your student's name written clearly on the front

PayPal

•Payments to NPD may now be made via PayPal to dance@northernplainsdance.org

Quarterly tuition is due on the following dates:

Quarter 1: Monday, August 25, 2008

Quarter 2: Monday, November 10, 2008

Quarter 3: Monday, February 16, 2009

Monthly Tuition is due on the following dates:

Quarter 1: August 18th

September 15th

and October 13th

Classroom Etiquette

NPDA students are expected to behave in the mannered tradition modeled by dancers throughout the history of dance, with a palpable dignity and respect for the studio, the study of dance and all teachers. Please encourage students to treat every instructor with the same respect. It is essential for students to display a professional attitude every time they enter the building. We encourage a feeling of mutual respect between our students and instructors, as well as between our students and each other. A good working relationship based on mutual respect is necessary for the well being and progress of the student. These rules should serve as guidelines for proper behavior, but must be supplemented by proper behavior by parents and other guests. Courtesy and good manners are expected and encouraged.

Class Cards

Quarter 2: November 10th
December 15th
and January 19th
Quarter 3: February 16th
March 16th
and April 13th

Class cards are available at the front desk for all open classes. Present class cards to the instructor at the beginning of each class. Punch cards are only good on classes that are classified as "open classes". Punch cards costs are as follows:

6 punches: Buy 5 get 1 free= \$50.00
12 punches: Buy 11 get 1 free=\$100.00
16 punches: Buy 15 get 1 free =\$135.00

All punch cards will expire 24 weeks after the purchase date.

Northern Plains Ballet Productions

THE NUTCRACKER

- Auditions for The Nutcracker will be held Saturday September 27, 2008 from 1:00 – 5:00 pm.
- Registration begins at 12:00 pm.
- Specific times will be posted for specific age groups.
- Casting will be based on performance and participation in scheduled auditions.
- Casting will be posted on September 30, 2008.
- Casting is subject to change and will not be final until December 6, 2008.
- All cast paperwork must be signed and returned by Saturday October 4, 2008.

Dancewear (and where to get it)

Unexcused violations will be handled in the following manner:
•Students will be asked to observe class and take notes on a Class Observation Sheet but they will be counted at present.

NPDA will be opening a resale shop in addition to its existing retail shop. We will buy back student's gently used leotards and dance shoes and resell them to other students. NPDA has the right to decide what will be purchased and what will not. Purchase price will be dependant on the condition of the apparel.

NPD requests that students enrolled in Creative Movement and Ballet class DO NOT purchase dance shoes from Wal-Mart. The soles of these shoes do not grip on our dance floors and may result in injury.

Dress Code Violations

Hair

worn only to dance class, comfortable shirt that is easy to move in

Jungle 3, 4: Comfortable clothing NO JEANS

- Girls: leotard, cotton pants that cover the knees (no buttons, zippers, or snaps these may cause injury),
- Boys: cotton pants that cover the knees (no buttons, zippers, or snaps these may cause injury), comfortable shirt that is easy to move in

- A professional appearance should be maintained throughout all levels of our school.

- All girls in Creative Movement through Ballet 4 must wear their hair in a neat bun for every class. Bangs and “whispies” should be controlled with hairspray, gel, and barrettes as needed.

- All other classes hair must be secured back completely off of face into a bun or ponytail.

All sections of the dress code policy will be enforced unless NPDA has been notified by written note or by phone call from the parent as to why the student is not properly dressed.

Excused violations will be handled in the following manner:

- The student will be loaned proper dancewear from the “studio leotard basket.” These items must be laundered and returned by the next class period. Studio dancewear is secondhand, but always freshly laundered. It consists of all the unclaimed dancewear that is collected each year from Lost and Found.

- Do not enter a studio without being invited by your instructor
- Come to class prepared to learn
- Please raise hand to ask a question during class (Students are encouraged to ask questions pertaining to what they are learning)
- Students must ask permission before leaving classroom
- Students are responsible for the disposal of their garbage and are expected to treat the facilities, furniture, and equipment with respect.
- Please check the space you use for discarded toe tape, tissues, water bottles, clothing, etc., when leaving the studio. The trashcans are located in the dressing rooms, bathrooms, and studios. Litter will not be tolerated.
- Barres are not to be hung on or sat on as they might break or cause injury.
- Mirrors are breakable and easily smudged; they are not to be handled.
- Students should not sit down to “rest” during dance classes. This causes the muscles to cool down and may result in injury by resuming exercise when cold.
- Parents must wait in the lobby. Students may wait for class to begin either in the dressing room areas or by quietly warming up in the hallways. Students are asked to be quiet when waiting for their class to begin, as there is typically another class going on at that time.
- The main lobby is for parent or student waiting. Parents are asked to meet their children there after class, not in the studios.

Dress Code By Class

- Siblings of students and small children should never be left unattended to roam the building.
- Food and beverages may be consumed responsibly in the lobby only. No gum, candy, cough drops, etc. in class.
- NPD will no longer provide cups for water. Students must provide bottles that are to be kept in their mail-boxes or in the dressing rooms. Only bottles of water are permitted in the studios, no cups will be allowed.
- Dance bags should be brought into the studio, but neatly stacked, leaving space to enter and exit the room. Never leave dancebags or belongings in the hallway. Always keep wallets and purses in the studio, not in the dressing room.
- Do not bring valuables into the building. NPD assumes no responsibility for lost or stolen property.
- Theft of property by an NPDA student will result in immediate expulsion with no refund of tuition given.
- No parties or events that are to take place outside of NPD and are not official school or company events are to be discussed at the studio.
- Older dancers are role models for younger students and must place high value on this awesome responsibility to help model behavior for those who follow. Younger students make it their business to know everything about their role models. Please behave the way you would expect others to behave and the way you would want your own children to behave.
- Cellular phones must be turned off throughout all classes. Phone usage during class will result in dismiss-

- Dancewear is to be kept laundered and in good repair.
- Please mark clothing and shoes with the student's name.
- Dancewear can be purchased through NPDA's Dance-Shop.

Creative Movement & Pre-Ballet:

- Girls: leotard, pink ballet shoes, skirts and tights are optional
- Boys: black shorts or jazz pants, fitted top, black ballet shoes

Ballet 1 & 2:

- Girls: leotard, pink-footed tights, pink ballet shoes
- Boys: black shorts or jazz pants, fitted top, black ballet shoes

Ballet 3 & 4:

- Girls: leotard, tights, pink ballet shoes, skirts optional
- Boys: black shorts or jazz pants, fitted top, black ballet shoes

Tap:

- Fitted black jazz pants, fitted solid color top or leotard, black tap shoes

Jazz 1, 2, 3:

- Fitted black jazz pants, fitted solid color top or leotard, black jazz shoes

Hip Hop 1, 2, 3, 4: NO JEANS

- Girls: leotard, cotton pants that cover the knees (no buttons, zippers, or snaps these may cause injury), clean sneakers worn only to dance class
- Boys: cotton pants that cover the knees (no buttons, zippers, or snaps these may cause injury), clean sneakers

for the teacher to see and correct mistakes. (f) It makes NPDA students presentable to outside observers.

- All students must wear the proper dance attire for each class. A dress code brochure is available in the lobby.
- Students not meeting the required dress code will be asked to observe class and take notes on the Class Observation Sheet.
- All students must enter the classroom ready to dance. Do not come into the classroom with your street clothes. The dressing rooms are for getting dressed; the studio classroom is for dancing.
- Do not go outside without something over your leotard and tights.
- Do not wear your dance shoes outside. Always carry them to and from the studio.
- Hair must be neat and fixed securely out of the face.
- No large, ornate bows, headbands or barrettes in student's hair for class.
- No warm-ups are to be worn during class or rehearsal unless approved by the instructor, but are recommended for break times.
- Do not wear panties with your leotard or tights.
- Do not wear jewelry to class. It can injure you or your instructor, and when he/she asks you to take it off, you might misplace it or forget to take it home with you when class is over. We are not responsible for lost items.

al from that class with an unexcused absence. Students may check for messages from parents during breaks between class and rehearsal or at the end of class.

- If a student or employee is suspected to be under the influence of drugs, they will be asked to leave and appropriate actions will be taken.
- NPD will not tolerate emotional outbursts or swearing in the studio. If there is a problem that must be dealt with, please make an appointment with the office to arrive at a mutual understanding or to resolve any conflict that may arise.
- An NPD dancer is polite at all times, looking adults in the eye and responding with "please" and "thank you".
- During class time, students are expected to pay attention to the instructor and maintain suitable composure for their age.
- For a student who continually disrupts class, parental involvement may be called upon.
- Talking is not permitted during any class or rehearsal. Dancers must devote their concentration to their personal performance.

Any violation of classroom etiquette will be addressed by the Director in a telephone call or email to the parent of said student. Repeated or extreme violations could result in expulsion from NPD.

Why does NPDA have a dress code? The dress code exists for a variety of reasons: (a) It is part of the tradition and etiquette of dance. (b) It instills discipline. (c) It builds self-esteem. (d) It builds class unity. (e) It makes it easier

**Dress
Code**