

The Sarasota Cuban Ballet School 4740 Cattlemen Road Sarasota, FL 34233 Phone: 941-365-8400 www.srqcubanballet.org

Handbook for the 2023/2024 Training Year

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1. Attendance Policy

- The office must be notified anytime a student is absent. Parents/Guardians, please report all absences prior to class times.
- Good attendance is an integral part of the training and is expected of the student to achieve technical development.
- The rules will be applied fairly to all involved in the program at SCBS. It is important that all students attend their weekly class schedule. Every absence affects the rehearsal and the performance of all students. SCBS reserves the right to dismiss students due to excessive absences.
- For missed classes, you can attend a make-up class by attending a lower-level class.
- Students arriving more than 20 minutes late will not be allowed to participate. Instead, they will be expected to observe class.

Parents - Please go over the following with your child before beginning classes at SCBS:

2. Students

We require dancers to:

- Have the utmost respect for our teachers.
- Respect the rights and space of others.
- Avoid gossiping or any negative comments about your classmates via any form of communication. This includes all social media.
- Give positive encouragement to your fellow dancers.
- Be supportive of each other.
- Be on time to class and have good attendance.
- Use the bathroom before class.
- Throw away food, gum, or candy before entering class.

Studio rules:

- Only water is allowed in studios.
- No phones or video games are allowed in the studio.
- No street shoes in the studios, only dance shoes. No dance shoes outside the studio.
- Dancers need to follow a good nutritional program. Minimize sugars, junk food, and sodas as this will help you perform better and aid in preventing injuries and recovery. (Parents, we ask that you help us with this.)
- Students must have good hygiene.

3. Performances

- SCBS produces several high-quality performances a year.
- All performances your dancer is cast in requires purchasing tickets, performance fee, and costume rental fee.
- Casting will be determined by the SCBS professional faculty only.
- Costumes should be hung up after each wear, and accessories placed with costumes.
- At no time should students eat, drink, or sit in costumes.
- Any abuse of costumes will be charged with a \$30.00 cleaning fee, the dry-cleaning fee, and/or the actual repair cost.
- There will be a Nutcracker and End of Year Show Fee (fee is based on level).

4. Rehearsal Policy

- All casts chosen must be present for all rehearsals. However, all casts may not dance at each rehearsal.
- Attendance is mandatory so that all students receive correction and learn all changes to date. Much can be learned by watching.
- If your dancer misses rehearsals or has excessive tardiness, they will not be allowed to perform.
- We produce professional quality performances. We use our local professional theaters to provide both inspiration and pre-professional performance training.
- We require our students to demonstrate excellent behavior during rehearsals and performances.
- We rehearse every evening the week prior to each show.
- Please let us know if you are not able to attend all rehearsals so we can place you accordingly. If a student misses too many rehearsals, changes will be made to ensure a smooth performance.

5. Placement

- Placement for all levels is at the discretion of the SCBS faculty. Complaints or comments regarding the placement of your student or other students are not tolerated.
- Dancers are assigned to levels to grow and learn. They will be in the same level for up to 2 years before advancement. During this time dancers will be learning new steps to be prepared for the next level. SCBS follows the Cuban Ballet School method.
- All new students must attend placement evaluation for level assignment.
- There is no fee for the placement examination.
- Pointe work begins when the student demonstrates the following: 1) understanding of the classical ballet curriculum, 2) strength, 3) a level of maturity, 4) age. The decision is based on an evaluation of each individual student.

6. Dress Code

The following dress code is mandatory. We need to have uniformity so the teacher(s) can evaluate the student's line.

Creative Ballet and Pre-Ballet:

SCBS uniform, pink tights, and pink ballet shoes

Level 1: SCBS uniform, pink tights, and pink ballet shoes

Level 2: SCBS uniform, pink tights, and pink ballet shoes

Level 3: Red leotard (SCBS uniform), pink tights, and pink ballet shoes

Level 4: Blue leotard (SCBS uniform), pink tights, and pink ballet shoes

Level 5: Lilac leotard (SCBS uniform), pink tights, and pink ballet shoes

PPT 2: Mallard leotard (SCBS uniform), pink tights, and pink ballet shoes

PPT 1: Lilac leotard (SCBS uniform), pink tights, and pink ballet shoes

PPT:

Merlot leotard (SCBS uniform), pink tights, and pink ballet shoes

Boys:

White uniform shirt Black tights or shorts Black or white ballet shoes

Girls:

Girls uniform leotard All girls must wear hair in a bun. No jewelry is permitted in class other than tiny hoop or stud earrings. No necklaces, rings, watches, or bracelets are allowed.

7. Tuition Policy

- Total tuition is based on the ten-month school year of classes and is due in full at time of registration. If your student takes an unexpected break from classes or discontinues training for any reason, all tuition must still be paid.
- Month-to-month tuition is for the student who will not be coming consistently or will not follow the ten-month school year agreement. Note that if the student doesn't follow the ten-month payment agreement, he/she will automatically follow the month-to-month tuition payment for the rest of the school year. Please see payment chart on the next page.
- There is a non-refundable registration fee of \$65.00 per student/\$85.00 per family for the regular school year (this includes the cost for one uniform leotard for girls and shirt for boys). It is strongly recommended to purchase two more leotards/shirts for each student. These can be purchased from the school office.
- Sibling tuition discount is 10% for the 2nd child and for each child thereafter.
- The registration and full tuition or payment arrangements are due by August 14, 2023 (the first day of classes).
- All tuition and fees paid are non-refundable.
- The discount provided when full tuition is paid by August 14 is 10%.
- The discount provided when tuition is paid in 3 equal payments is 5%.
- No discount is provided when tuition is paid monthly in 10 payments.
- If payment schedule is arranged, the registration fee will be included in the first payment. The monthly fee thereafter is due by the first day of each month regardless of how many classes, holidays, or absences. Holidays have been taken into consideration in the tuition. There are no further discounts for holidays or time off.
- No bills will be sent. It is your responsibility to pay by the first of the month.
- If your payment is not received within 2 weeks of its due date, payment will be automatically charged to the credit card we have on file.
- Full tuition must be paid, regardless of whether a student misses a class for any reason.
- Payments must be made by cash, check, debit, or credit card and are non-refundable. <u>We must have a credit card on file.</u>
- If you terminate your classes, SCBS requires the full yearly tuition, or remainder thereof, regardless of the payment schedule or circumstances.
- A late fee of \$20.00 will be automatically applied to all payments made after the day it is due.
- A returned check fee of \$25.00 will be automatically applied to any returned/unaccepted check.
- <u>Performance fees are paid separately.</u>

Very Important!

Tuition is calculated for a year of training. We provide a 10% discount if the yearly tuition is paid in full and a 5% discount if the yearly tuition is paid in 3 payments. No discount is provided if yearly tuition is paid monthly as it is divided into ten monthly payments (August-May) for your convenience. If you join SCBS after the start of the year, your tuition will be prorated by the number of months remaining to the end of the year (May 25), plus the registration fee and applicable performance fees. **Please understand that SCBS takes the training and financial agreement and performance fees very seriously. Students will not be allowed to participate in class or in a performance if tuition is not paid in full by the 15th of the month and if performance fees are not paid on time in full.**

8. Payments and Schedule

LEVEL	HOURS PER WEEK	ANNUAL LESS 10%	3 PYMTS LESS 5%	MONTHLY	MONTH TO MONTH TUITION
Creative Ballet	1	\$900.00	\$317.00	\$100.00	\$120.00
Pre-Ballet	1.5	\$945.00	\$333.00	\$105.00	\$135.00
Level 1	3	\$1,800.00	\$634.00	\$200.00	\$225.00
Level 2	4	\$2,070.00	\$728.00	\$230.00	\$255.00
Level 3	7.5	\$2,925.00	\$1,029.00	\$325.00	\$345.00
Level 4	7.5	\$2,925.00	\$1,029.00	\$325.00	\$345.00
Level 5	6.5	\$2,745.00	\$966.00	\$305.00	\$325.00
PPT 1, PPT 2	20	\$4,455.00	\$1,568.00	\$495.00	\$515.00
РРТ	26.5	\$4,815.00	\$1,694.00	\$535.00	\$555.00
Trainee	27.5	\$5,400.00	\$1,900.00	\$600.00	\$600.00
Private Ballet Class	Available on	request			\$100/hour

Yearly Tuition Rates for 2023/2024

WEEKLY CLASS SCHEDULE

Auditorium

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
9:00-10:45 am	-				
Ballet	Ballet	Ballet	Ballet	Ballet	
Company/Trainees	Company/Trainees	Company/Trainees	Company/Trainees	Company/Trainees	
Rolando/Monica	Rolando/Monica	Rolando/Monica	Rolando/Monica	Rolando/Monica	
10:45-11:00 am					
Break	Break	Break	Break	Break	
11:00 am-12:00 pm					
Pas de Deux	Repertoire	Pas de Deux	Repertoire	Pas de Deux	
Company/Trainees	Company/Trainees	Company/Trainees	Company/Trainees	Company/Trainees	
Rolando/Monica	Rolando/Monica	Rolando/Monica	Rolando/Monica	Rolando/Monica	
Rolanuo/ Wonica	NOIATIUU/ WORTCA	NUIAIIUU/ WUIIICA	Kulanuu/Wullica	NUIATIUU/ WOMICA	
12:00-12:15 pm					
Break	Break	Break	Break	Break	
-	-				
12:15-2:25 pm					
Rehearsal	Rehearsal	Rehearsal	Rehearsal	Rehearsal	
Company/Trainees	Company/Trainees	Company/Trainees	Company/Trainees	Company/Trainees	
Rolando/Monica	Rolando/Monica	Rolando/Monica	Rolando/Monica	Rolando/Monica	
				0.00.4.05	
2:30-4:25 pm					
Ballet	Ballet	Ballet	Ballet	Ballet	
PPT 1					
Delia	Delia	Delia	Tania	Delia	
4:30-5:25 pm					
Pointe	Repertoire	Pointe	Repertoire	Pointe	
PPT 1					
Delia	Delia	Delia	Tania	Delia	
Denu	2 cilu	Della		Denu	
5:30-7:00 pm	5:30-6:25 pm	5:30-7:00 pm	5:30-6:25 pm	5:30-7:30 pm	
Ballet	Modern	Ballet	Modern	Ballet	
Level 4	PPT 1	Level 4	PPT 1	Level 4	
Tania	Tania	Tania	Tania	Nicole	
7:00-8:00 pm				7:00-8:00 pm	
Modern				Pointe	
Level 3-4				Level 4	

WEEKLY CLASS SCHEDULE

Studio 1-2

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
9:00-10:55 am	9:00-10:55 am	9:00-10:55 am	9:00-10:55 am	9:00-10:55 am	10:00-11:00 am
Ballet	Ballet	Ballet	Ballet	Ballet	Creative Ballet
РРТ	РРТ	РРТ	РРТ	PPT	
Ariel	Ariel	Ariel	Ariel	Ariel	
L1:00 am-12:00 pm	11:00 am-12:00 pm	11:00 am-12:00 pm	11:00 am-12:00 pm	11:00 am-12:00 pm	11:00 am-12:30 pn
Pointe	Pas de Deux	Pointe	Pas de Deux	Pointe	Ballet
РРТ	РРТ	РРТ	РРТ	PPT	Pre-Ballet
Delia	Ariel	Delia	Ariel	Delia	
12:00-12:15 pm	12:00-12:15 pm	12:00-12:15 pm	12:00-12:15 pm	12:00-12:15 pm	12:00-12:15 pm
Break	Break	Break	Break	Break	Break
12:15-1:15 pm	12:15-1:15 pm	12:15-1:15 pm	12:15-1:15 pm	12:15-1:15 pm	
Repertoire	Repertoire	Repertoire	Repertoire	Repertoire	
PPT	PPT	PPT	PPT	РРТ	
Ariel	Ariel	Ariel	Ariel	Delia	
2:00-3:00 pm	1:15-2:45 pm	2:00-3:00 pm	1:15-2:45 pm		
Modern	Dance Conditioning	Modern	Dance Conditioning		
PPT	PPT	PPT	PPT		
Tania	Danny	Tania	Danny		
5:00-6:30 pm		5:00-6:30 pm	5:00-6:30 pm	5:30-6:30 pm	
Adult Ballet		Adult Ballet	Adult Ballet	Ballet	
Nicole		Nicole	Nicole	Level 1	
				Abby/Cristel	
				6:30-8:00 pm	
				Ballet	
				Level 2	
				Abby/Cristel	

WEEKLY CLASS SCHEDULE

Studio 3

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
10:00-11:55 am					
Ballet	Ballet	Ballet	Ballet	Ballet	
PPT 2					
Wilmian	Wilmian	Wilmian	Wilmian	Nicole	
12:00-1:00 pm					
Pointe	Repertoire	Pointe	Repertoire	Pointe	
PPT 2					
Wilmian	Wilmian	Wilmian	Wilmian	Nicole	
	1:00-1:15 pm		1:00-1:15 pm		
	Break		Break		
1:00-2:00 pm	1:15-2:45 pm	1:00-2:00 pm	1:15-2:45 pm		
Modern	Dance Conditioning	Modern	Dance Conditioning		
PPT 2	PPT 2	PPT 2	PPT 2		
Tania	Danny	Tania	Danny		
4:30-5:30 pm					
Ballet	Jazz	Stretch	Modern	Fun Day	
Aftercare	Aftercare	Aftercare	Aftercare	Aftercare	
E:20 7:00 pm	5:20 6:20 nm	E:20 7:00 nm	E:20 7:00 nm	5:20 6:25 nm	
5:30-7:00 pm Ballet	5:30-6:30 pm Ballet	5:30-7:00 pm Ballet	5:30-7:00 pm Ballet	5:30-6:25 pm Dance Conditioning	
Level 3	Level 1	Level 3	Level 3	Level 2	
Camila	Camila	Camila	Camila	Nia	
Camilia	Camila	Camila	Camila	INIA	
	6:30-8:00 pm		7:00-8:00 pm	6:30-7:30 pm	
	Ballet		Dance Conditioning	Dance Conditioning	
	Level 2		Level 3	Level 1	
	Camila		Camila/Danny	Nia	

GYM

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
5:30-6:30 pm		5:30-6:30 pm		5:30-6:30 pm	
Dance Conditioning		Stretch		Dance Conditioning	
PPT 1		PPT 1		PPT 1	
Nia		Nia		Delia	
		7:00-8:00 pm			
		Stretch			
		Level 3-4			
		Nia			

Creative Ballet Saturday 10:00-11:00 am

Pre-Ballet Saturday 11:00 am-12:30 pm (Ballet)

Level 1 Tuesday 5:30-6:30 pm (Ballet) 6:30-7:30 pm (Dance Conditioning)

Level 2 Tuesday 6:30-8:00 pm (Ballet) Friday 5:30-6:25 pm (Dance Conditioning)

Level 3

Monday 5:30-7:00 pm (Ballet); 7:00-8:00 pm (Modern) Wednesday 5:30-7:00 pm (Ballet); 7:00-8:00 pm (Stretch) Thursday 5:30-7:00 pm (Ballet); 7:00-8:00 pm (Pre Pointe/Dance Conditioning)

Level 4

Monday 5:30-7:00 pm (Ballet); 7:00-8:00 pm (Modern/Character) Wednesday 5:30-7:00 pm (Ballet); 7:00-8:00 pm (Stretch) Friday 5:30-7:00 pm (Ballet); 7:00-8:00 pm (Pointe)

PPT

Monday-Wednesday 9:00 am-3:00 pm; Tuesday-Thursday 9:00 am-2:45 pm; Friday 9:00 am-1:15 pm

PPT 1

Monday-Friday 2:30-6:30 pm

PPT 2

Monday-Wednesday 10:00 am-2:00 pm; Tuesday-Thursday 10:00 am-2:45 pm; Friday 10:00 am-1:00 pm

Company/Trainees

Monday-Friday 9:00 am-2:25 pm

Adult Class

Monday, Wednesday, Thursday 5:00 pm-6:30 pm

Important Dates for 2023/2024

*Please note: The calendar may be adjusted as necessary if the school is closed due to inclement weather or emergencies.

August 14, 2023	Registration Day	
August 14	1st Day of Classes	Welcome Back!
September 4	Labor Day	Studio Closed
September 16	Nutcracker Audition	
October 27, 28, 29	Dracula	SCBS Auditorium
October 30, 31	Mini Break	School Closed
November 22–24	Thanksgiving Break	Studio Closed
November 27	Classes Resume	
December 1	Nutcracker	Opera House
December 9, 10	Breakfast With Santa	SCBS Auditorium
December 25–January 7	Winter Break	Studio Closed
January 8, 2024	Classes Resume	
January 15	MLK Jr. Day	Studio Closed
February 19	Presidents Day	Studio Closed
March 11–15	Spring Break	Studio Closed
March 18	Classes Resume	
May 25	Last Day of Classes	
May 25	End of Year Show	TBD
June 17	Summer Intensive Begins	
July 27	Summer Intensive Performance	TBD

The Sarasota Cuban Ballet School Dracula Performances Commitment Letter 2023

We prepare a very professional production that is a privilege for our students to participate in. We require our students to demonstrate good discipline, focus, integrity, and commitment to their work as these are lifelong qualities. Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals so we can Place You Accordingly. Please review the schedule below.

Show Dates: October 27, 28, 29 Time: Oct 27, 28 7:00 pm; Oct 29 2:00 pm Place: SCBS Auditorium

Please sign and return the bottom of the page and return to the studio on/or before September 1. If your dancer cannot participate, he/she may continue to take the regular classes and simply not appear in the performance.

Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals. If your student will not be able to attend all rehearsals, we will have to remove them from the show.

Please note:

- All times and dates are subject to change.
- If your dancer has long rehearsals, please bring snacks.
- During the week of the show, we will rehearse every evening.
- We appreciate everything parents can do, large or small.

Commitment Letter

Dancer's Name:
Level:
I will bring my child to all rehearsals pertaining to the Dracula Performances. I understand that if my child misses rehearsals or has excessive tardiness he/she will be removed from the performance.
Yes, my child will participate in the Dracula Performances 10/27 10/28 10/29
Yes, we can attend all the rehearsals.
Parent Signature:
No, I cannot participate in the Dracula Performances.
Parent Signature:

The Sarasota Cuban Ballet School The Nutcracker Performance Commitment Letter 2023

We prepare a very professional production that is a privilege for our students to participate in. We require our students to demonstrate good discipline, focus, integrity, and commitment to their work as these are lifelong qualities. Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals so we can Place You Accordingly. Please review the performance fees and schedule below.

Show Date: December 1 Time: 7:00 pm Place: Sarasota Opera House

Please sign and return the bottom of the page and return to the studio on/or before September 30, along with your child's performance fee. If your child cannot participate, he/she may continue to take the regular classes and simply not appear in the performance.

Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals. If your student will not be able to attend all rehearsals, we will have to remove them from the show.

There will be a fee for the show (registration fee, costume cleaning)

Creative Movement	\$55
Pre-Ballet	\$55
Level 1	\$65
Level 2	\$110
Level 3	\$125
Level 4	\$150
PPT/PPT 1/PPT 2	\$150

Please note:

- All times and dates are subject to change.
- If your dancer has long rehearsals, please bring snacks.
- During the week of the show, we will rehearse every evening.
- We appreciate everything parents can do, large or small.

Commitment Letter

Nutcracker Rehearsal Schedule

October 1–30

Tuesdays: 3, 10, 17, 24 7:30-8:30 pm

Thursdays: 5, 12, 19, 26 6:30-8:00 pm

Saturdays: 7, 14, 21 11:30 am-4:30 pm

November 1–30

Mondays: 6, 13, 20 6:30-8:00 pm

Tuesdays: 7, 14, 21 6:30-8:00 pm

Wednesdays: 1, 8, 15 6:30-8:00 pm

Thursdays: 2, 9, 16 6:30-8:00 pm

Saturdays: 4, 11, 18 1:00-4:30 pm

Thanksgiving Week – Special Rehearsal Schedule

Please note: We may add additional rehearsals Wednesday, Friday, and Saturday of Thanksgiving Week

> Monday, November 20 All of ACT I, 11:00 am-1:00 pm

Tuesday, November 21 All of ACT II, 11:00 am-1:00 pm

Final Week Before the Show – November 27-30

Monday, November 27 – ACT I 6:30-8:00 pm

Tuesday, November 28 – ACT II 6:30-8:00 pm

Wednesday, November 29 – ACT I 6:30-8:00 pm

Thursday, November 30 – ACT II 6:30-8:00 pm

SHOW DATE: DECEMBER 1 @ 7:00 PM AT THE OPERA HOUSE

The Sarasota Cuban Ballet School Breakfast With Santa Performances Commitment Letter 2023

We prepare a very professional production that is a privilege for our students to participate in. We require our students to demonstrate good discipline, focus, integrity, and commitment to their work as these are lifelong qualities. Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals so we can Place You Accordingly. Please review the schedule below.

Show Dates: December 9, 10 Time: 12:00 pm Place: SCBS Auditorium

Please sign and return the bottom of the page and return to the studio on/or before September 30. If your dancer cannot participate, he/she may continue to take the regular classes and simply not appear in the performance.

Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals. If your student will not be able to attend all rehearsals, we will have to remove them from the show.

Please note:

- All times and dates are subject to change.
- If your dancer has long rehearsals, please bring snacks.
- During the week of the show, we will rehearse every evening.
- We appreciate everything parents can do, large or small.

Commitment Letter

Dancer's Name:
Level:
I will bring my child to all rehearsals pertaining to SCBS' Breakfast With Santa Performances. I understand that if my child misses rehearsals or has excessive tardiness he/she will be removed from the performance.
Yes, my child will participate in the Breakfast With Santa Performances12/912/10
Yes, we can attend all the rehearsals.
Parent Signature:
No, I cannot participate in the Breakfast With Santa performances.
Parent Signature:

Breakfast With Santa Rehearsal Schedule

Monday, December 4 6:00-7:30 pm

Tuesday, December 5 6:00-7:30 pm

Wednesday, December 6 6:00-7:30 pm

Thursday, December 7 6:00-7:30 pm

SHOW DATES: December 9 and 10 @ 12:00 pm AT SCBS AUDITORIUM

Dates and times subject to change

The Sarasota Cuban Ballet School End of Year Show Commitment Letter 2024

We prepare a very professional production that is a privilege for our students to participate in. We require our students to demonstrate good discipline, focus, integrity, and commitment to their work as these are lifelong qualities. Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals so we can Place You Accordingly. Please review the performance fees and schedule below.

Show Date: May 25 Time: 7:00 pm Place: TBD

Please sign and return the bottom of the page and return to the studio on/or before February 28, along with your child's performance fee. If your child cannot participate, he/she may continue to take the regular classes and simply not appear in the performance.

Note that ALL rehearsals are important/mandatory. Please let us know if you are not able to attend all rehearsals so we can Place You Accordingly.

There will be a fee for the show (registration fee, costume cleaning)

Creative Movement	\$55
Pre-Ballet	\$55
Level 1	\$55
Level 2	\$70
Level 3	\$70
Level 4	\$90
PPT/PPT 1/PPT 2	\$100

Please note:

- All times and dates are subject to change.
- If your dancer has long rehearsals, please bring snacks.
- During the week of the show, we will rehearse every evening.
- We appreciate everything parents can do, large or small.

Commitment Letter

Dancer's Name: ______

Level: _____

I will bring my child to all rehearsals pertaining to SCBS End of Year Show. I understand that if my child misses rehearsal or has excessive tardiness, he/she will be removed from the performance.

_____ Yes, my child will participate in the End of Year Show

_____ Yes, we can attend all the Saturday rehearsals.

Type of Payment: CC_____Check____Cash_____

Parent Signature: _____

_____ No, I cannot participate in the End of Year Show

Parent Signature: _____