

THE CENTRAL NJ BALLET THEATRE  
221 BROAD ST FLORENCE, NJ 08518  
609.424.3192 [www.cnjballet.com](http://www.cnjballet.com)  
STUDIO INFORMATION AND POLICIES 2020/2021

**PLEASE INITIAL AFTER EACH! YOU HAVE READ AND UNDERSTOOD THE POLICY**

Student's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

\_\_\_\_\_ Covid 19 Rules:

**\* WILL BE 6 FT APART AND ARE ENCOURAGED TO WEAR MASKS. NO PARENTS IN THE STUDIO EXCEPT PREBALLET PARENTS. PREBALLET PARENTS MUST SIT IN THE STUDIO WITH THEIR CHILD TO KEEP THEM 6FT APART. THOSE WHO PARTNER MUST HAVE EMAILED PERMISSION AND HOLD HARMLESS THE STUDIO.\***

**\*No parents in the lobby. Curbside drop off and pick up. Must be dropped off and picked up on time\***

**\*Classes will end 10 min early for sanitation and cleaning. Students will be asked to use hand sanitizer\***

**\*Possibility of closure: IN ORDER TO BE IN SHOWS STUDENTS MUST ZOOM CLASSES UNTIL IT IS SAFE TO RETURN TO THE STUDIO! Shows also would then be virtual. \***

**\* Temperature checks before all classes. Any student 100.2 and over will not be allowed in the studio. \***

**\*SICK STUDENTS WILL NOT BE ALLOWED IN THE STUDIO\***

**\*Parents may pay by zelle, venmo or paypal (\$5 fee for paypal). Parents may also drop off a check or cash during office hours or have their students drop off in the box before classes\***

\_\_\_\_\_ Dress Code:

Correct Dress code is required for all classes. Please see the office/website for correct dress attire.

\_\_\_\_\_ Registration: PLEASE READ EACH!

- 1. Please discuss with the office which route you would like to join this year. We are offering both in studio and virtual zoom classes and live, virtual and edited video performances.**
- 2. A \$35.00 fee is required with the registration form to reserve class space. Registration is not complete and class space is not reserved until fee is paid in full. Registration fee is waived if the student attended the previous year for consecutive months. Please find the attendance policy below. All forms and waivers must be signed in order to attend both virtually and in studio. Including the Covid 19 waiver.**
- 3. For previous year students, Tuition is due August 1st. If late, a parent must pay a \$35 registration fee.**
- 4. This year we ask for 1<sup>st</sup> month's and last month's tuition. Classes will be from August 1<sup>st</sup> 2020 through June 2021. Both in studio and virtually.**
- 5. For the pre pro Tuesday, Wednesday and Thursday Ballet students: There will be a company fee of \$100 per family due September 1<sup>st</sup> or upon registration. This is for any student in the company level classes. This will go towards master guest instructors.**
- 6. There are no refunds, even if a child registers and changes his/her mind. All money paid will be kept as a credit INCLUDES SHOW FEES. No exceptions.**

\_\_\_\_\_ Recommended class commitment

All students 6 years old and/or Kindergarten age are encouraged to register for a minimum of 2 classes/hours per week. Please note in order to obtain the best possible level, children are encouraged to take all the classes that are in their level. Please keep in mind 2 CLASSES/HOURS IS THE MINIMUM. Pre ballet ages 2 ½ to 5 years are only required to sign up for one class but should sign up for two or more classes when they turn 6 years old.

**Dance is a discipline of repetition. Here are the suggested guidelines for a non-recreational student:**

**Ages 2 ½ to 4: 1 hour per week**

**Ages 5 to 7: 2 to 3 + per week**

**Ages 8 and up: 4 to 8 hours per week, including rehearsal time.**

**Ages 10 and up: 7 + hours, including rehearsal time**

**Pointe Students must take a minimum of 3 technique classes, including a pointe class per week.**

**By age 8, children should be enrolled in multiple ballet classes to be considered into the Pre Pro Program. The minimum class load is considered recreational. Recreational students do not receive the same amount of stage time as students on the Pre Pro Track.**

\_\_\_\_\_Insurance:

The CNJBT does not carry medical insurance for its students. Students will provide own insurance in case of injury. Students will need to sign the liability waiver and the hold harmless Covid 19 waiver for both in studio and virtual classes.

\_\_\_\_\_Snow or Bad Weather:

The studio will not necessarily close for snow days/inclement weather, regardless if area schools are closed. If in doubt, contact the studio for updates via email through the website [www.cnjballet.com](http://www.cnjballet.com) . FYI: Facebook or Instagram is a great way to know what is going on at the studio in case of snow, bad weather or local emergencies. Please “like” the Central NJ Ballet Theatre on FB. For snow and inclement weather days, as long as the power and internet are available, we will zoom or live stream. Students can make up by attending virtually or video can be sent to them of that days class.

\_\_\_\_\_Holidays:

Holidays will generally follow local area school schedules. Holiday dates will be posted on the office and studio doors prior to holiday periods. We do not close for teachers’ workdays.

\_\_\_\_\_Attendance:

There is no refund for missed classes. Classes will also not be prorated for family holidays and/or vacations. Students are encouraged to make up the missed class(es). Good attendance is imperative, as absences and tardiness can hold back an entire class, and the studio cannot jeopardize its responsibilities to the rest of the class for one student, especially during recital season. Please make every effort to have your child at every class. **You must keep your child enrolled in consecutive months. If a child misses a month’s worth of classes, last month’s tuition is used and parents will have to re-register with last months and first months tuition. If you wish for your child to receive the best possible experience and training, they must consistently attend class. It is strongly encouraged that a child “makes up” a missed class by attending a zoom class or emailed a video. Please understand that if a child drops out and comes back, the current rates of classes will then be applied. Please see the office for the current rate of classes. NO EXCEPTIONS.**

**Student are only allowed to miss up to two outside rehearsals. After two missed, they will not be allowed to participate in the show unless due to sickness, serious family conflict or school. Please make sure to give your conflicts to the director ASAP. NO EXCEPTIONS.**

\_\_\_\_\_Private Lessons:

Private lessons are available and encouraged for students who want to obtain the best possible performance level. Please see the studio for pricing information.

\_\_\_\_\_Class Observation:

Due to Covid 19 **NO PARENTS WILL BE ALLOWED IN THE STUDIO UNLESS THEY ARE IN THE PRE BALLET CLASSES.** We will have virtual zoom class observation days throughout the year. If restrictions are lifted, we will allow parents to come back into the building.

\_\_\_\_\_Performances:

- December In studio virtually or video virtually. All parents will be given a zoom link to watch or a video will be edited and sent to families.
- Gala: Early Spring TBA small fee will keep everyone posted if it is possible!
- Recital: TBA May or June in the Spring. Possibly outside or if need be virtually.

**IT IS REQUIRED THAT STUDENTS PREFORM ON ALL THE DATES AND BE ON TIME. IN ORDER TO HAVE A SUCCESSFUL SHOW, FULL PARENT COOPERATION IS ASKED! PLEASE TAKE NOTE OF THE ABOVE PERFORMANCE DAYS.**

\_\_\_\_\_Costume and Recital Fees:

The costume, performance and recital fees are the following and must be paid in full when notified:

**\*Holiday show featuring Nutcracker, virtual in studio show: \$150 per family, Due September 5<sup>th</sup>. Add \$50 each additional child.**

**\*\*Recital: \$225 per family and \$65 for each additional costume, Due December 1st.**

**Recital Tickets: \$25 dollars for Adults and \$15 for children ages 2-9.**

It is the CNJBT's goal to keep costume and recital fees at the minimum, so we often fundraise for our performances. This keeps the rental costs down compared to other studios. We also will be fundraising for the Holiday performance and will require everyone's full cooperation. The goal of the fundraiser(s) is to keep performance cost at the bare minimum for families. Intermediate and advanced students will be asked to fundraiser for their ballet production costumes and tutus.

*Please keep in mind that The CNJBT is a classical ballet studio!*

**For the Virtual Holiday Show featuring the Nutcracker: Parents do not purchase the costume. Each child will have a costume fitting. This is TRADITION! But...if the parents wish to purchase their child's costume, they can on their own accord separate from the Nutcracker and performance fee, if the costume is available. This will also include at least 5 outside rehearsals, a zoom link and a professional video.**

**For Recital: The fee includes one (1 ballet) costume and 2 tickets.**

**For both performances' parents might be asked to purchase extra items for their child's costume.**

*Please keep in mind that the holiday show is a show! There are many different parts. Just like in any show, there are leads that are featured more. There is no small part! Everyone is important to make the show whole! Some students may be the same role as they were the previous year...Miss Alisha was a mouse for 3 years straight! All roles are decided upon class time, level, and experience at the director's discretion. There is no discussion of roles. Each child's role(s) have been carefully chosen by the directors. Please note that show might demands extra rehearsals. All students must come to extra rehearsals unless it's an excused absence from the director. Failure to come could result in your child not being able to perform. Most rehearsals will take place either on Sundays from September to December. Your child is only allowed to miss two rehearsals. More than two, your child may be removed from the show. No exceptions. In studio students will have a zoom live stream show that will be in studio and **Virtual only students will be asked to send in a video of their holiday dances that they will learn over zoom!** These dances will be edited and included in the Holiday show video which all families will receive.*

*For recital, it is a showcase of what the students learned that year in class! We start to learn many of the dances from February to June. Please make sure your child attends all classes both in studio and virtually. Students who miss choreography might risk not being in certain sections of the dance or the dance entirely. Int/Adv dancers will have rehearsals outside of class. Your child is only allowed to miss up to two recital rehearsals. No exceptions. If you need clarification on what's the difference between the holiday show and Recital please feel free to ask! . In studio students will have a zoom live stream show that will be in at a venue (either indoor or outdoor space) **and Virtual only students will be asked to send in a video of their dances that they will learn over zoom!** These dances will be edited and included in the Holiday show video which all families will receive.*

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#### Pre Professional Program and Summer Programs

This program is for the serious dancer that wishes to gain a strong foundation in Classical/Contemporary Ballet and other dance forms. Pre-Professional company members must take a minimum of 3 classes per week. **They must come to the Pre-Pro Tuesday Ballet/Pointe Class and one other ballet or technique class** during the weekday session. Students have the option of choosing their elective classes. Pre-Professional students are encouraged to take more the 3 classes per week in order to achieve the highest performance level. Currently there is not an age limit but students must be at the Intermediate to Advanced level, which is determined by the director. Pre-Professional students are required to come in for set rehearsal times throughout the year. Pre Pro students will receive extra opportunities to perform for shows and the community and dance festivals. Please contact the office if you wish to audition for The CNJ Ballet Pre-Professional Company. Pre pro students 10 and up, who want to receive the best possible roles **need to come to a minimum of 1 week in the summer either in studio or zoom or take 10 private lessons either in studio or zoom** . When casting for roles, the studio takes into consideration students who attend summer. Students who attend summer are typically in better shape technique wise come casting.

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#### Video Taping and Photography during Performances:

Video Taping and Photography during performances is not allowed. This is for the safety of the students. Parents may take pictures after the shows. CNJBT will try to organize a DVD for parents to purchase.

\_\_\_\_\_ Other:

\*Tuition remains the same whether it is a long (5-week) or short (1-week) month regardless of absences, performances, and holidays. It is payable monthly in advance, due at the first lesson of each month. No statements will be sent out unless you are overdue. **There is a \$35 late fee applied if tuition is past due of 5 days. NO EXCEPTIONS! Please understand that like any business, the studio has its obligations to make and it's imperative that tuition is paid on time! Please note tuition is calculated in a sum of 11 months. It is payable in 11month installments, one lump sum or two lump sums. All 11 months must be paid regardless of absence.**

\*No gum, food or beverages other than water allowed in the studio. No using the water fountain.

\*Students must remain in the studio until parents pick them up.

\*After 15 minutes, there is a charge for "late pick up." Please make arrangements to pick your child up on time.

\*No leaving the studio during class times. Please make sure your child goes to the bathroom before class. This is for the safety of your child.

\*If you have any questions, please feel free to discuss it with the director whenever it does not interfere with a class.

\*Rehearsals will be called during performance season. Please understand that in order to have a show run smoothly, everyone's full cooperation is needed. Please be on time for all classes and rehearsals!

\*Students pictures might be used for marketing, Facebook and promotions. No last names will be used to ensure the privacy of our students. Please let the director know if you don't wish for your child's picture to be used. Otherwise, per this policy agreement, it is understood that your child's picture can be used for marketing, Facebook and other such promotional tools.

\*In case of absence, Ms Alisha will always do her best to find a substitute teacher. Please note in the event a substitute can't be found, Ms Alisha will reschedule the class.

\* Please email the director 2 weeks prior to dropping. Last month's tuition will be collected at the beginning of the year. The studio keeps last month's tuition.

\*Pre pro students, ages 8 and up in more than 3 classes per week will be asked to help with outside events. They are required commit to at least one outside event per season.

Thank you for your cooperation and I look forward to another great year at The Central NJ Ballet Theatre!

**I have read, understood and agree to The CNJBT's above policy.**

Parent's Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_