



Welcome Packet

2022-2023

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Thank you for joining us for a great year of dance!

Please read this packet thoroughly with your dancer.

Now in our 5th decade, School of Classical Ballet in Billings, Montana, provides high quality dance instruction for all ages. Emphasizing both artistry and technique, SCB has a strong history of bringing world-class instructors to Billings for many years, providing young dancers with the motivation and skills they need, not only as developing dancers, but as developing people.

Our studio is known for treating students and families with compassion and respect. Students follow a dress code, learn studio etiquette, master challenging and rewarding choreography, wear beautiful and modest costumes while performing to family-friendly music and themes, and have the opportunity to strive for both the best in dance technique and the best in themselves.

SCB finds its home at Montana Dance Center: a spacious and welcoming center for dance that supports the highest quality of dance instruction in a motivational and encouraging environment. The studio features state-of-the-art sprung floors with specialized marley surfaces in all four studios.

In addition to SCB, the Center is home to:

Motion Arts Dance Company | motionartsdancecompany.com

Arc - A Montana Dance Collective | arcmontanadancecollective.com

SCB Company | scbillings.com

RaizEtna Dance Company | raizetnadancecompany.com

This packet is somewhat long, but it has a lot of important information that you will need to know, so please read every page. You will likely also want to visit our website for complete studio information not included here.

We know you will enjoy dancing with us and being part of the vibrant community!

Betty Loos & Julia Marble Blass, co-directors SCB

And all of our amazing teachers and staff!

Important Dates 2022 - 2023

Please note that tuition will always be due the 1st of the month and charged via auto payment.

September

6th Classes Start
6-9th All Classes Placement Week*
6th Pointe Seminar (required for all pointe dancers)
17-18th Nutcracker Auditions

October

21-23rd MDAA in Great Falls

November

23-26th No Classes Thanksgiving
25-27th Nutcracker Performances

December

2nd Festival of the Trees
10-11th 4th Annual Nutcracker Tea Party
17th Alice in Wonderland Auditions
23rd-Jan 2nd No Classes Winter Break

January

3rd Classes Resume

February

20th No Classes Presidents Day

March

3-4th Alice in Wonderland
13-18th No Classes Spring Break

April

TBA MDAA info TBA
22nd Had Hatter's Tea Party

May

18th-21st Tentative Spring Recital
27th Last Day of Classes
27th All Studio Party in the Park

Dance Studio-Pro (DSP)

Dance Studio-Pro (DSP) is our online system where you can find important calendar dates, pay online, and register for classes all in one place. **Please make sure the mobile phone number and primary email address that are on file are correct and up-to-date.** DSP emails and texts are our PRIMARY way for communication throughout the year. Use this link to create or login to your account: www.dancestudio-pro.com/online/schoolofclassicalballetregistration

If you need help with using DSP, please contact the studio for assistance. If you do not have access to the internet or are otherwise unable to use DSP and emailing for payments and/or getting studio announcements, you must make an arrangement with the studio for an alternative method to receive important messages.

Tuition Rates and Fees

There is an automatic 5% discount on tuition for each subsequent sibling in a family.

Regular Classes Tuition

Priced by total class time per week, such that:

Hours per Week	Tuition Per Month
0.50	49
0.75	52
1	60
1.25	68
1.5	78
1.75	88
2	98
2.25	108
2.5	118
2.75	128
3	138
3.25	148
3.5	158
3.75	168
4	178
4.25	188
4.5	198
4.75	208
5	218
5.25	228
5.5	238
5.75	245
6	250
6.25	255
6.5	260
6.75	265
UNLIMITED - 7 and more	270

Adult Classes

Dance Single Class:

1 hour - \$12

1.25 hours - \$15

Dance Ten-Class Card for 1hr Classes: \$108

Dance Ten-Class Card for 1.25hr Classes: \$135

Tuition Payments

Tuition is due the first of each month. A \$25 late fee is automatically applied if payment is not received by the 8th of the month. Tuition stays the same each month regardless of a 3 or 5 week month.

It is now required that you select the auto-pay option when registering in DSP to pay for regular classes. If you are unable to enroll in autopay and keep a payment method on file, please speak to us immediately.

You can make payments with cash or check with prior arrangement. If using a check, always write your dancer's name and what the payment is for in the memo section of checks. **Checks must be made out to SCB;** do not put your teacher's name or the director's name. Returned checks are subject to a \$20 returned check fee. Cash payments are accepted if given in an envelope to a studio administrator. You **MUST** receive a receipt for proof of payment so please **DO NOT** put cash directly in the payment box.

Dropping a Class

Written notification is required **TWO MONTHS** in advance if a dancer decides to drop a class. Tuition will continue to accrue until SCB receives written notification. SCB cannot give refunds for tuition, registration, and/or costumes if a student drops a class with fewer than two months notice.

Registration Fees

Registration fees are a one-time payment made at time of registration. Fees are as follows: \$35 for the first student, \$10 for second and third students, \$5 for fourth and fifth students. Only students from the same family are eligible for registration fee discounts.

Other Payments: Costumes, Adult Class Cards, etc.

Costume prices range from \$50-65/costume for Mini Movers and Young Movers and \$60-85 for all other classes. These prices may change due to increased warehouse prices. If paying by cash or check, payment must be made separate from tuition. If SCB does not receive a costume payment by the due date, a \$25 late fee will be charged. Delayed payments may result in the inability to order a costume for your dancer.

Exact costume fee(s) will be posted to your DSP account. *There is no costume fee for many classes because they are not part of the recital or are combined with other classes for recital. Please see "class details" in DSP to find out what is required for your child's classes.*

For adult classes, you can purchase single classes and class cards online in DSP and then either pay at that time online or pay at the studio when you come for a class.

Studio Policies

Class Placement

The first few weeks of classes will be reviewing and getting everyone comfortable with the new classes and teachers. This will ensure we have dancers placed in the correct class. Dancers are placed based on various criteria including skill, physical development and strength, and potential. Age does not always determine what level your child is placed. The only classes for which age is the only requirement is for the Mini Movers and starting into a level 1 class. *It is expected that student's will remain at the same level for more than one year, as we have fewer levels than ages!*

Our classes are limited in size to ensure dancers get the best possible attention in their training! We will start a new class to accommodate new dancers if a class is full.

We may cancel a class if enrollment is low, or we may also determine that your child should be at a different level appropriate for their development. We ask that you leave some flexibility in your schedule until after the third week of classes in case we need to merge two smaller classes or move your student to a different level and the times shift from what you originally enrolled.

Pointe Classes and Pointe Shoes -- Pointe Seminar

We require attendance to a Pointe Seminar for all dancers who are “en pointe”. This is scheduled for Saturday, September 6th. This is intended to ensure the proper knowledge is given to each dancer and that they are safely using their shoes. Please check your email regularly to receive more information.

Pointe classes are going to be placed right after the ballet class with the corresponding level (Ballet 4 will take Pointe 4, etc.)when possible. This is designed to give more attention to pointe work for all ages. Some Ballet level 4, 5, and 6 classes will have pointe work incorporated into their regular technique classes.

SCB strives to challenge dancers without sacrificing safety. Wearing pointe shoes before the dancer has the necessary strength and technique is dangerous and not worth the risk. We ask that dancers wait for the ballet faculty to determine readiness before purchasing and using pointe shoes. General guidelines for pointe readiness are:

1. Age - dancers should be 12 years of age or older.
2. Strength - dancers are required to be taking three (3) ballet technique classes per week.
3. Technique - though dancers may have years of training, if technical aspects of ballet have not been developed (straight knees, pointed feet, core control, turn-out, etc.) they will not be ready for pointe shoes.

Once or twice a year, SCB has a professional pointe shoe fitter come to the studio. This is a great time to get fitted and purchase shoes. If getting shoes mid-year, ask your teacher for the nearest pointe shoe stores or website options. Dancers must not wear their new shoes or sew ribbons on until their pointe shoes are checked by Tiffany, Leigh, Julia or Betty.

Attendance

Regular attendance is important in order for each dancer to progress.

The office needs to be informed if your dancer will be absent from class. Please call and leave a message or email scb.billingsmt@gmail.com in advance of the class to let us know about absences from regular classes and rehearsals. If there is an unexpected absence, please still inform us as soon as possible and let us know if they will join us for their next lesson.

If your dancer must consistently arrive a few minutes late or leave a few minutes early from a class, please let us know in advance.

Studio and Dress Rehearsals for performances are mandatory. If a dancer cannot consistently participate in rehearsals then they will not be able to participate in the performance. Please keep in mind if schedules change, we need two month’s notice of withdrawal from classes or performances in order to ensure any amount of refund for purchases already made.

Dress Code

Having a dress code for dance class honors the art form, the teacher, and fellow students. A properly dressed dancer shows respect for their work, their class, and their school.

Below is the dress code for our Mover and Ballet classes. Please find our full dress code and appropriate attire for all classes on our website. Purchase is available online through Discount Dance Supply using the link on our website and clicking on “Shop Here” or you may purchase some items at the studio. We recommend purchasing a size up in the leotard that’s listed on Discount Dance as it runs small. You may order any style leotard in the same color for your dancer.

*Please note that commonly, after age 8, underwear is not worn under tights, leotards, and costumes.

Class Level	Dress Code
Mini Movers & Movers	Girls: pink leotard and pink footless tights Boys: light colored t-shirt and black shorts or leggings
Pre-Ballet	Pre-Ballet group wears a light blue leotard with specific light blue skirt Boys: light colored t-shirt and black shorts or leggings
Ballet 1	Girls: mulberry tank leotard, pink convertible tights, pink split sole ballet slippers Boys: white t-shirt black shorts or leggings, black or white split sole ballet slippers
Ballet 2	Girls: garnet tank leotard, pink convertible tights, pink split sole ballet slippers Boys: white t-shirt, black shorts or leggings, black or white split sole ballet slippers
Ballet 3	Girls: teal tank leotard, pink convertible tights, pink split sole ballet slippers Boys: white t-shirt, black shorts or leggings, black or white split sole ballet slippers
Ballet 4 & Pointe 4	Girls: burgundy tank leotard, pink convertible tights, pink split sole ballet slippers, pink pointe shoes with elastics and ribbons (if en pointe) Boys: white t-shirt, black shorts or leggings, black or white split sole ballet slippers

Ballet 5 & Pointe 5	Girls: Gray leotard*, pink convertible tights, pink split sole ballet slippers, pink pointe shoes with elastics and ribbons (if en pointe) Boys: white t-shirt, black shorts or leggings, black or white split sole ballet slippers
Ballet 6 & Pointe 6	Girls: Black leotard, pink convertible tights, pink split sole ballet slippers, pink pointe shoes with elastics and ribbons (if en pointe) Boys: white t-shirt, black shorts or leggings, black or white split sole ballet slippers

*We have many gray leotards in stock at the studio

Belongings

Dancers should have a dance bag to keep everything they need for class: shoes, extra bobby pins, hair ties, etc. Dancers must place all belongings on the hooks or cubbies in designated areas. **Please put your name on everything!** Leave valuables at home. SCB, MDC, and all faculty/staff are not responsible for lost or stolen items.

Lockers are available for rent to keep belongings safe. There is a \$15 deposit for the year and an annual fee of \$20 for a locker.

If your dancer loses an item, please check the lost & found in a timely manner. All items still in the lost & found at the end of the semester will be removed, washed, and donated.

Outdoor shoes are not allowed in the Stretch Room. Please place them on the rack in the lobby in an orderly fashion so everyone's shoes can fit.

Dance Studio Etiquette For Students

1. BE IN CLASS

Arrive on time. If you can't avoid being late, make eye contact with the teacher prior to joining class and wait for their permission to enter. After class, be sure to apologize for your late arrival. When possible, notify your instructor if you will be late or absent.

Stay for the entire class. It's always best to stay for the entire duration of the class, but if you must leave early, talk to the teacher beforehand and make your exit as quickly and discreetly as possible.

2. BE PREPARED

Have the clothes and shoes required for each class. Ballet classes have an assigned uniform which dancers are expected to wear each class. This includes having hair neatly pulled back and away from faces. Remember to bring everything you need for class prior to heading into the studio.

Prevent disruptions. Students should arrive early to use the restroom or do it at the very beginning of class. Unless it's an emergency, which can happen, avoid disrupting class to use the restroom. If you need to use the restroom, ask your instructor for permission first. Dancers going in and out can be

distracting to your peers, as well as for the instructor. You may also miss something important if you are not in class.

3. BE RESPECTFUL

Be quiet and listen while your teacher is giving instructions. That means no talking when your teacher is talking. Try to listen for the answer yourself, before interrupting class with a question that has already been asked and answered.

Be courteous. At the end of class, applaud and thank the instructor. Show them your appreciation for the planning and preparation that went into class.

Pay attention at all times and stand like a dancer always. You should always present yourself with good posture and show that you are ready to learn. Dancers shouldn't sit down in class (unless instructed to do so), hang on the barre, stand with crossed arms, or otherwise portray indifference.

Demonstrate good spatial awareness. Be aware of your body as you are moving. This includes giving the instructor space and not crowding other students.

Treat others with kindness. Be respectful to each other by limiting conversations to others so they can focus. Also, be encouraging and helpful as your fellow dancers are doing their best, just like you.

4. WORK HARD

Don't be afraid to ask questions. Your dance teachers are there to help you become a better dancer! Be sure to ask for clarification when necessary. Ask questions by raising your hand and waiting for the teacher to call on you. This will help when you are confused to improve and progress as a dancer.

Try your best. If class feels too challenging or you are having a bad day, never walk out of a class or sit down in frustration! Hang in there and try your best! No one will fault you for that. Practice makes PROGRESS!

Dance Studio Etiquette for Parents

1. **Always arrive on time.** Please be sure to drop off and return on time to pick up your dancer.

2. **Help your child be prepared for class.** Make sure your child is wearing the appropriate required clothing, they have their dance shoes, and long hair is pulled back from the face. Please stay if your young dancer needs assistance in the restroom, instructors cannot leave the rest of the class to attend to potty breaks. All dancers should try to go before class.

3. **Read and understand this whole packet, and ask questions for clarification.**

4. **Volunteer when you can.** We want parents to be a part of our community and you can help make our studio the best it can be by volunteering to help!

5. **Trust the instructor and allow them to do their job!** If you have a question or comment, feel free to talk to the teacher after class (not during). If you are in the studio, do not communicate with your child during class. If your child is being disruptive, allow the teacher to make behavioral corrections. We will always come get you and communicate concerns with you if need be.

6. Encourage your child. Whether or not you expect or support a decision to pursue dance seriously or even professionally, support your child's love for movement and performance so that they can feel the greatest freedom and happiness when they dance.

Additional Studio Policies

1. Street shoes are to be left in the lobby on the shelves as you come in.
2. All belongings go with you into your studio in a neat pile placed around the perimeter of the room or into the stretch room.
3. NO street shoes, glittery outfits, or gum allowed.
4. NO FOOD OR DRINKS anywhere in the dance center except in the kitchen at the tables.
5. All food and drink garbage is to be thrown into the kitchen garbage ONLY.
6. Clean up after yourself.
7. No running, screaming, jumping on or off the furniture in the halls, in the lobby, etc.
8. Dance shoes, dance attire, and costumes are not to be worn outside.
9. Wear cover-up clothing over leotard and tights to and from the studio & performances.
10. Longer hair must be securely and neatly pulled back away from the face and neck for class.
11. Longer hair must be in a neat BUN for ballet. No messy buns.
12. NO jewelry (big earrings, necklaces, bracelets, etc) may be worn in class.
13. Studio doors are unlocked 15 minutes before the first class of the day.
14. Dancers over age 8, be ready to enter the studio at class start time.
15. Mini Movers, your teacher or the helper will come get you from the lobby for your class.
16. Dancers under age 8 must not be left unattended in the studio lobby before or after classes.
17. Dancers are not allowed to wait outside the building at any time.
18. Please bring/drop off your dancer no more than 15 minutes before class start time, and pick up your dancer within 15 minutes of class end time.
19. Those waiting for rides are unsupervised. Dancers should know what their riding arrangements are.
20. Parents must expect to hear announcements and information from the studio via email, and will be expected to read studio information in a timely manner when it is emailed.
21. Studio rehearsals and rehearsals at venues are mandatory if dancers are in those performances.
22. Misbehavior or continuous disruptive behavior on a student's / parent's part will result in dismissal.
23. Cell phones must be silenced and left in dance bags, not visible. No cell phone use during dance classes.
24. Please inform us, to the greatest extent you're comfortable, about any physical and behavioral differences your dancer has so that our instructors can take it into account. Please note that our instructors are amazing dance teachers and are not equipped to work with students at the widest ranges of physical and mental ability.

Your help is needed to have a nice and clean studio that all may enjoy!

Thank you for your respect and help!