

Ballet Quad Cities School of Dance
POLICIES & PROCEDURES

Enrollment/Admissions

It is the policy of BQC School of Dance not to discriminate based on race, sex, color, religion, national origin or ancestries that are unrelated to the ability to dance or enjoy the benefits of the performing arts.

Attendance

Dancers are expected to maintain a high level of attendance to class. Regular attendance in class helps build strength and lessens the risk of injury. Roll will be taken for each class. If a dancer has an excessive amount of absences, the teacher may advise the dancer to move down a level.

Payment

Payment is due the first class of each month. Payment may be placed in the black mailbox in the waiting area or mailed to Ballet Quad Cities School of Dance at 617 17th Street, Rock Island, IL 61201. **You will not receive an invoice.** If you choose to make your payment after the first week of each month, please add a \$10 late fee.

Injuries/Illness

In case of accident or injury, BQC School of Dance cannot be held responsible. Should medical care be required, the parents' or the dancer's personal medical insurance would be responsible. You must read and sign a health/injury release form for your student to attend classes.

Fees

Fees have been set on a monthly basis and are due whether or not your dancer plans to attend all classes. Not all of the months have an equal number of class days but over the year the number of classes per month averages out. Rather than having a fluctuating fee, a flat fee for each month has been set. Refunds will not be granted.

Mission

It is the mission of Ballet Quad Cities School of Dance to provide the highest quality dance instruction in the region. Our faculty is second to none in the Midwest. Our professional staff provides a challenging dance environment for every level of dancer, whether your goal is to dance for fun and creativity or to pursue a professional career. BQC School of Dance will provide the environment, encouragement and faculty to help you achieve your goals.

Communication

Any questions or comments that need to be communicated to the instructors or Joedy must be in written form and put into the black box in the lobby or called in to the office. An appointment will be scheduled to address you and your child's situation. Please do not stop the teachers to ask questions between classes; we would like the opportunity to give each student and each parent our full attention and accurate answers.

Advancement/Progression

Teachers will assess each dancer. Advancement to the next level is based on individual progress in class and the level of understanding and maturity demonstrated in class. Any questions regarding your dancer's progression should be addressed in a scheduled parent/teacher conference. Only students who are approved for and complete pre-pointe class may be allowed to begin training en pointe.

Observation

A designated "Watch Week" will be assigned for one week each semester to allow parents an opportunity to observe their dancer in a classroom setting. If you wish to observe your dancer at a time other than during the designated "Watch Week", please contact the school or the instructor prior to the day of the class you wish to observe.

Jilly & Koos

Regulation attire is available for purchase through Jilly & Koos. Please enter through the entrance off of 17th Street. Orders can be placed by emailing jillykoos@hotmail.com or setting up an appointment. You can pick up your order and invoice in the Jilly & Koos bin in the lobby. Please make checks out to Jilly & Koos and place inside the black drop box.

Schedule Changes

Classes may be added at any time during the semester. Please refer to the Fee Schedule for applicable fees. If a dancer wishes to drop a class, written notice is required 30 days before the class is dropped or a \$25 fee will apply.

Parking

The parking lot directly behind BQC School of Dance is available for parking on the north side only. The lot across the alley is also rented by the school. Please remember that the only entrance into the studio is from the parking lot in the back of the building.

eNewsletter

The majority of communications will be delivered by email newsletter. Please ensure that you are signed up to receive these. If you change your email or would like it sent to a new email, please email balletqc@sbcglobal.net with the changes.

Ballet Quad Cities School of Dance
DRESS CODE

Warm Ups

No warm-ups of any kind (t-shirts, sweatpants, tank tops, etc.) will be allowed in any Ballet classes. Hair must be pulled back away from your face. All long hair must be in a bun that is held securely in place with pins and a hair net.

Leotards, Skirts & Shoes

Creative Movement & Ballet 1

Pale Pink Capezio Leotard CC201

Pink Canvas Ballet Shoes

Ballet 2, 3, 4 & 5

Black Capezio Leotard CC201

Pink Canvas Ballet Shoes

Ballet 6 & 7

Black Mirella Leotard 210 L

Black MS12 Skirt

Pink Canvas Ballet Shoes

Tights

Capezio Ballet Pink

#1815X "Tots" size 2—6 Child

#18C size 8—12 Child

#18 S/M, M/L Adult

Gentlemen

White T-Shirt

Black Tights or Jazz Pants

Dance Belt

White or Black Ballet Shoes

Matching Socks

Pointe

Pointe shoes must be approved and continually assessed by the instructors for proper fitting.

Jazz

Black Jazz Pants

Capezio TB118 Black Adult

Capezio TB118C Black Child

Black Jazz Shoes



**Contact us or visit our
website if you have any
questions.
(309)786.2677
www.balletquadcities.com**

ABOUT US

2011/2012 School Calendar

August 8th — M-F Classes Begin

September 5th — No Classes (Labor Day)

September 10th— Saturday Classes begin

November 23rd- 25th — Thanksgiving Break

December 18th - January 3th — Winter Break

March 18th - March 24th — Spring Break

May 22nd and 23rd— rehearsals for May Show

May 24th — May Show at Junior Theatre

May 26th — Last day of classes

June 12th - July 6th — 6 & 7 Summer Program

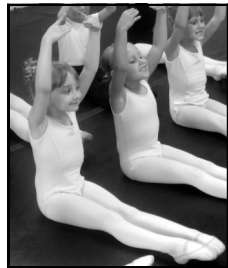
June 25th- July 6th—Ballet 5 Summer Program

Quick Reference Guide

Telephone Number — (309) 786.2677

Please call to report absences, check for class cancellation information and to schedule appointments to speak with us.

Tuition is due the first week of every month. A \$10 late fee will be charged after that unless previous arrangements have been made.



Make sure you are signed up for the online Newsletter. This will be our main way of communication.

Place payments and written communication in the black mailbox in the lobby

Please keep your contact information up to date so that we can contact you in case of an emergency.

Professional Faculty

Erica Attwood
Creative Movement, Ballet & Pointe

Jason Gomez
Ballet

Kelsee Green
Ballet, Jazz, Hip Hop

Margaret Huling
Ballet, Pointe, Modern

Emily Long
Ballet, Pointe

Courtney Lyon
Ballet

Jacob Lyon
Conditioning

Full bios for all of our faculty members and class schedule can be found on our website!

Technique Classes

Ballet Quad Cities offers a wide range of dance styles and ability levels. We start at age 3 with our Creative Movement class and offer all levels through Adult classes. For a detailed listing of classes available, please visit our website.



- Ballet - Pointe
- Modern - Conditioning
- Tap - Pilates - Jazz
- Creative Movement
- Yoga -Hip Hop

TUITION & FEES

Fee Schedule			
Class Length	# of Classes	Rate	Walk In
45 minutes	first	\$35.00	\$10.00
45 minutes	second	\$31.00	
45 minutes	third	\$27.00	
1 hour	first	\$37.00	\$10.00
1 hour	second	\$33.00	
1 hour	third	\$29.00	
1 hr. 15 min.	first	\$39.00	\$15.00
1 hr. 15 min.	second	\$35.00	
1 hr. 15 min.	third	\$31.00	
1 hr. 30 min.	first	\$41.00	\$15.00
1 hr. 30 min.	second	\$37.00	
1 hr. 30 min.	third	\$33.00	
2 hours	first	\$43.00	\$15.00
2 hours	second	\$39.00	
2 hours	third	\$35.00	
Creative Movement		\$35.00	\$8.00

Programs

The program cost reflects the cost of attending all classes offered for each level. The dancers in the upper levels who attend classes three days a week or more receive a special discounted rate.

- Level 3 -\$75.00
- Level 4 -\$100.00
- Level 5--\$145.00
- Level 6B/7 -\$225.00

Registration Fee

A once annual registration fee of \$20.00 is due at the time a dancer is registered. This must be received prior to attending classes.

BALLET

QUAD CITIES

SCHOOL OF DANCE

The Official School of
Ballet Quad Cities

**Dancer & Parent
Information
2011/2012**

Ballet Quad Cities School of Dance
617 17th Street
Rock Island, Illinois 61201
(309) 786.2677

WWW.BALLETQUADCITIES.COM