

2020/2021 Student Information Handbook



“Providing excellence in Dance Education in a positive, fun, loving, and encouraging environment.”

This handbook contains important information about our school.

To enhance communication, we are asking that you please read the handbook thoroughly. If you have any questions, please E-mail balletaviv@gmail.com or call the office at (985) 727-4445. Thanks!

Welcome to our school!

Dear Parents and Students:

The Conservatory of Ballet Aviv is a professional institution where students who seek an experience with dance can come to develop their knowledge, reach their full individual potential, and soar to excellence in the art form.

Over the next months our students will see their dreams begin to materialize, as their work ethic, creativity, discipline, strength, and spatial awareness will be stretched and developed. This experience will serve them well in all areas of their lives, while instilling in them a love of art, music, and dance. This year will be a new and exciting one. The added classes and rehearsals for training in the various levels will serve our students and enhance their efforts at mastering the skills to achieve expert dancing. As many of you know, it is critical to educate our developing dancers as early as possible. The value of repetition and focus with great intention to succeed is a lesson that is a life skill as well. We hope all of you enjoy the journey and we hope this year is as rewarding for you as it will be for us.

Sincerely,

The Conservatory of Ballet Aviv

Tuition

Tuition is a **School Year Fee that is broken down into 11 monthly installments** August through June. Tuition is due the first day of every month, August through June, and will be automatically debited from credit or debit cards on the 1st of every month.

*Please note that all tuition and fees are non-refundable and non-transferable.

Tuition/Fee Payments

- **Tuition will be automatically drafted on the first day of every month, August through June, from the debit or credit card on file.**
- A 3% surcharge will be added to all credit/debit card transactions.
- There will be a \$25 late fee added for tuition payments received after the 5th of each month.
- Tuition will be charged as usual on the regular schedule if classes transition to Zoom due to a Covid-19 outbreak or shutdown.
- **Costume fees, Recital fees, and Picture Book fees* will be automatically drafted according to the schedule** included in this handbook. Please refer to the Performance Information section of this handbook.
- Each student is holding a place in the class. Any account that has a student drop a class must give the office notice. The student will be obligated to pay for the next two (2) months tuition.
- Please understand that COBA does not permit any account to continue with past due payments. Therefore, any account not paid in full by the 15th of the month will be placed in our inactive file and the student(s) will not be allowed to attend class(es) until the account is brought current.
- Tuition payments and all remaining fees (Registration Fees, Late Fees, Costume Fees, leotard payment, etc.) are non refundable and must be current in order for the student to participate in his/her scheduled classes.
- Costume Deposits and Recital Fees will be automatically charged to credit/debit cards on file on the following schedule (unless other arrangements are made by the office:
 - Costume Deposits will be automatically charged to credit/debit cards on file on September 15, October 15, and November 15 (Amounts are determined by class, please see page for Costume Amounts)
 - Recital Fee (\$135 per student) will be broken into two payments charged on February 15th and March 15, 2020.
- Owed accounts must have a \$0.00 balance before the student may participate in any performance. When costumes are distributed, accounts must have a \$0.00 balance for the year before a recital costume can be received.

Class Uniform

COBA classroom uniforms are required and must be worn in all classes, as neatness and discipline are important components of dance. Hair should be neatly secured in a bun at all times. However, if hair is short, a white headband is necessary. Faculty cannot be expected to dress a student or fix student's hair. Students who are not in proper uniform for class may have to observe class and may not be able to participate. No warm-ups are to be worn during class or rehearsal. No jewelry is permitted besides small earrings. Any other type of jewelry could be a hazard or a distraction while dancing. Students who arrive in class without hair in a bun will receive a hair kit and a \$5.00 charge will be placed on the student's account.

Why does COBA have a dress code?

The dress code exists for a variety of reasons:

- It is part of the tradition and etiquette of ballet.
- It is part of the discipline, required to excel in dance.
- It builds self-esteem.
- It builds class unity.
- It is necessary for the teacher to see and correct technical mistakes.

Hair **MUST** be neatly secured: in a bun with hairspray, a hairnet, and hair pins for ballet and jazz. A ponytail is acceptable for Musical Theatre and Contemporary. Student will not be allowed to take class if their hair is not appropriate for class. Short hair must be pulled back with a white headband.

Class Uniform Requirements 2020/2021: *(Used Leotards and Tights cannot be returned or exchanged.)*

Ballet:

- Pink Tights
- Pink Canvas Split Sole Ballet Shoes (no leather please)
- Hair Must be in a tight neat bun
- Class Uniform Leotard *(Order through the Ballet Aviv website)*

Pointe:

- Pointe Shoes
- Uniform Skirt *(Order through the Ballet Aviv website)*

Tap:

- Black Tap Shoes

Musical Theatre/Performing Arts:

- Class Leotard
- Black Fitted Shorts or Black Leggings
- T-shirt or Tank
- Black Jazz Shoes
- Hair may be in bun or in pony tail

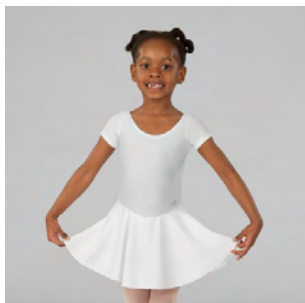
Contemporary:

- Class Leotard
- Bare Feet or "Foot Thongs"/ "Foot Undeez"
- Black fitted Shorts or Leggings
- T-shirt or Tank
- Hair may be in bun or in pony tail

Hip Hop:

- Class Leotard NOT required
- CLEAN sneakers
- T-shirt or tank
- Baggy pants, leggings, or shorts
- Hair may be down or in pony tail

Class Levels



PRE-PRIMARY (AGES 3-4)

This fun and exciting ballet/tap combination class concentrates on listening skills, motor skills, strength, expression, musicality, and the development of coordination (skipping, marching, and stretching), while promoting creative thinking and group interaction skills that will be beneficial for life. Students will also be gently introduced to classroom etiquette.



PRIMARY (Kindergarten and 1st grade)

Continuing on the foundation built in the Pre-Primary level, this level focuses on age appropriate exercises that further develop listening skills, motor skills, strength, expression, and the development of coordination (skipping, marching, and stretching), while promoting creative thinking and group interaction. Students will also be gently introduced to classroom etiquette. Lyrical and Jazz classes will be introduced at this level.

HOMESCHOOL CLASSES (AGES 5-7 & AGES 8+)

This level is a serious introductory level designed to continue the development of the students technique, while introducing the fundamental movements, positions, and steps for classical ballet in preparation for pointe class. Upon Approval from the directors- Pointe class in this level are at the beginner level and focus on building strength. Pointe students are required to take 2 ballet classes. In Lyrical/Contemporary classes, students will continue to explore the different styles of dance through fun and exciting choreographed combinations.

LEVEL 1 A/B/C/D (2nd-5th grade)

In Ballet Class, Barre, floor, and centre work will be introduced. Students will learn the basics of proper body placement and alignment to prepare them for level 2. Musical Theatre, Hip Hop, Lyrical, Contemporary, and Jazz classes are offered at this level where fun choreography and combinations are introduced.

This level has four year developmental sub-levels created to give the student the best foundation for success in their dance career (learning (A), understanding (B), developing (C), and mastery (D)).



Upper School LEVEL 3 A/B/C/D

Acceptance by directors approval ONLY

This level is for students who have mastered the material taught in level 2 A/B/C/D. All students in this level are en pointe. Students in this level work on perfecting technique, flexibility, and strength to help them accelerate to the best of their potential. All students in this level are required to take 2 ballet classes in addition to pointe class.

This level has four year developmental sub-levels created to give the student the best foundation for success in their dance career (learning (A), understanding (B), developing (C), and mastery (D)).

Upper School LEVEL 2 A/B/C/D (Grades 5th - 12th)

This level is a serious introductory level designed to continue the development of the students technique, while introducing the fundamental movements, positions, and steps for classical ballet in preparation for pointe class. Upon Approval from the directors- Pointe class in level 2 are at the beginner level and focus on building strength. Ballet students are required to take at minimum 2 ballet classes. In Jazz/Tap, Hip Hop, and Lyrical/Contemporary classes, students will continue to explore the different styles of dance through fun and exciting choreographed combinations.

This level has four year developmental sub-levels created to give the student the best foundation for success in their dance career (learning (A), understanding (B), developing (C), and mastery (D)).



Upper School LEVEL 5/6/7

Acceptance by directors approval ONLY

This level is for serious advanced students who have mastered the material taught in level 4 A/B/C/D. All students in this level are members of the company. Students in this level are working towards perfecting technique, flexibility, and strength, advanced steps, highest leg height to help them accelerate to the best of their potential as they begin auditioning for college scholarships. All students in this level are required to take all classes prescribed for this level.

Upper School LEVEL 4 A/B/C/D

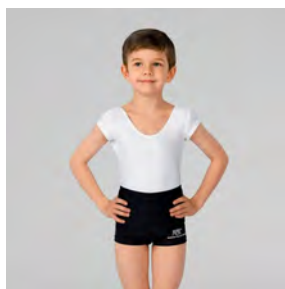
Acceptance by directors approval ONLY

This level is for students who have mastered the material and artistry taught in level 3 A/B/C/D. All students in this level are en pointe. Students at this level are introduced to more advanced steps at a faster pace. All which is built on the foundation from the lower levels. All students in this level are required to take 2 ballet classes, conditioning class, in addition to pointe class. Students in this level are working towards fine tuning their technique to prepare for college auditions. Students are encouraged to enroll in all provided dance genres to equip them for college auditions giving the student a better chance be chosen for a scholarship.



Boy's Classes

Boys Classes of all dance genres and Levels are offered. Hip Hop, Musical Theatre, Ballet, Jazz, Tap, Lyrical, Contemporary, and Conditioning



Class Etiquette

The study of ballet follows a rich history in tradition and culture; the School, as a professional institution, expects students and parents to be aware of this and to demonstrate respect to proper ballet etiquette and requirements as well as to the faculty and staff of the School. All dancers are expected to respect their teachers, their fellow dancers, and their art form. Talking is not permitted during any class or rehearsal. The instructor may choose to open the studio door in order for younger students, waiting for their class, to have exposure the older dancers. IF THE STUDIO DOOR IS OPEN, PARENTS, FRIENDS, AND OTHER STUDENTS MAY NOT TALK TO THE DANCERS OR INSTRUCTOR IN THE REHEARSAL OR CLASS. Dancers should devote their full attention to the instructor and the class material. If a student does not follow the rules of in-class behavior, he or she will be asked to sit down for 5 minutes. If this becomes a recurring problem, parents will be contacted to discuss what is expected behavior in class. Excessive absences or tardiness can severely hamper a student's progress, so please see that classes are attended on time and regularly. All classes at COBA are designed to create a healthy, comfortable learning environment. Guests can be distracting to young dancers, and parents in the classroom can unknowingly place undue pressure on their children. Observers are not permitted in classes unless invited, however there is an observation window that will be opened the last class of every month.

Class Make up Policy

Please fill out the Absence Form under the CURRENT STUDENT tab of the website for any class absences.

Students are expected to attend all scheduled classes and rehearsals, and are expected to notify the school (in advance of class day) if they will be absent. No refunds or credit will be made for unattended classes. COBA takes class work very seriously, and the accumulation of absences and tardiness will be strongly considered in the evaluation process for the child's promotion to the next level. We want to ensure that each student has every opportunity available to achieve success in our school, and consistency in training is an important component of this.

We do realize that there are circumstances where classes will be missed, and we have established a class make up policy. Each student must make up missed classes within the same calendar month, starting on the first of the month. Classes missed in the last week of the month will carry over to the next month for make-ups; however, make-ups for missed classes do not accrue from month to month. Each make up class will have to be pre-arranged with COBA and students may not attend class for make up without prior arrangement. COBA will observe certain holidays and vacations. This list is located under the School Calendar in this handbook as well as online.

Please keep in mind that there will be no make-up classes for holidays, parades, or closings due to inclement weather.

School Rules

Dance shoes may not be worn outside of the studio building.

The Conservatory of Ballet Aviv reserves the right to dismiss from any class or classes any student, or any student whose parent(s), either actively or passively, refuses to cooperate with the rules, structure, faculty and staff, and/or spirit of the School.

•The Conservatory of Ballet Aviv reserves the right to dismiss from the school any student, or any student whose parent(s):

- Tears down the spirit of the school by chain gossip, negative behavior, abusive communication to other students, COBA directors, teachers, or COBA staff, or through any means including social media, text message, e-mail, and/or phone.
- Who challenge and/or disrespect the directors, faculty, teachers, staff, accounting department of COBA or other students.

During observation week. Parents are simply permitted to observe, and are not permitted to discuss or indulge in critical conversation about any child, the teacher, or any other staff member. This brings down the spirit of the school and students who wish to enjoy their training experience at COBA begin to feel uncomfortable in class. This will not be tolerated.

REMEMBER- We encourage parents to think about the kind of learning environment that COBA is providing. On the contrary, if a parent talks highly and respectfully about their child's teacher, the school, as well as their classmates, the child will enjoy their training and be able to focus and develop with a strong, teachable attitude. Parents who speak negatively about COBA, the teachers, and staff similarly reflects in the child's behavior displayed in class and stunts their overall progress.

Restroom Use during class times: ***Please see Covid guidelines*

The classroom may be locked during classes in order to prevent disruptive traffic in and out of the studio.

The restroom is off limits to parents and siblings while classes are in session. Our classes are back to back, and it is unprofessional and disruptive to have traffic coming through the classroom. We strive to efficiently utilize the entire class hour, therefore we request your cooperation with these rules - please do not knock on the door and ask to use the restroom during class times.

Flooring:

Parents and students siblings are not allowed past the studio entrance door. Our dance floor is a professional rubber Marley used by all professional studios and companies. It is designed for dancing and to protect students feet and legs. Street shoes can track in dirt, gum, and other foreign debris, and break down and destroy this floor.

Dance shoes may not be worn outside of the studio building. It reduces the life of the shoes and it can bring in hazardous materials into the studio that can damage the flooring and/or cause injuries for the dancers.

Student Pick-Up: ***Please see Covid guidelines*

Students should be picked up no later than 10 minutes after each class. COBA staff is unable to supervise children before or after class. It is neither safe nor acceptable to have unsupervised young children inside or outside the premises. Please help us ensure the safety of your child.

It is very important that parents and caregivers dropping off their child must make certain that their child enters the building before driving off.

Lobby: ***Please see Covid guidelines*

Unless parents are with Lower School Students (LEVELS PRE-PRIMARY, PRIMARY, AND LEVEL I) , we request that the COBA lobby/student lounge be reserved for drop off/Pick Up before and after class time. We ask that parents and siblings of dancers would make space for the dancers by not standing or sitting in the lobby.

Hydration - pack a water bottle:

Dance is a strenuous activity. Students should pack a bottle of water with them to ensure proper hydration. If a student needs water and does not have a water bottle with them, the studio may provide a bottle (given bottles are available) and the student will be billed \$3.00 each.

Studio Etiquette

- Please have dance shoes on with bag in hand ready to enter class when the classroom door opens.
- No excessive noise.
- No littering - trash cans are provided.
- Keep food in lobby to a minimum.

- No street shoes in classrooms.
- Stay out of “employee only” areas unless invited or permission granted by a staff member.
- No food or drinks (except water in a bottle) in classrooms.
- While waiting to enter class, do not obstruct the traffic coming and going in the hall. Keep to the sides by the wall with your bags.
- **Cover-ups that cover both top and bottom must be worn over leotards when entering and leaving the premises (to promote modesty) No bare feet. NO DANCE SHOES OUT OF THE BUILDING.**
- Parents please do not allow your children to draw on the walls, tuition box, items in the lobby, etc.

Late Arrivals and Tardiness ***Please see Covid guidelines*

Students are expected to be prompt for class. Excessive tardiness may result in a consultation with the Artistic Directors. Late students should wait by the door and wait until the music stops before entering the classroom. A student who is more than 10 minutes late should wait at the door quietly, without interrupting, and wait for the instructor to acknowledge them.

If a student misses the first few exercises in class, he or she runs a risk of injury by not being properly warmed up. The instructor will decide whether or not it is safe for the student to participate. The student may be asked to watch class. Parents and students should not interrupt class to give the instructor an explanation of the reason for their tardiness. If the instructor needs to know, the instructor will ask or contact you at an appropriate time.

Communication

**The studio mainly communicates via email. Please make certain that the correct email address has been received by COBA, and check that COBA communications are not going to your spam folder (this is not unusual).*

The directors and instructors of The Conservatory of Ballet Aviv value and encourage input from parents and students. The time between classes is not ideal for discussions due to time restraints and confidentiality. We ask that you please contact us by E-mail conservatoryofballetaviv@gmail.com or balletaviv@gmail.com

As stated, most studio announcements and Information handouts will be sent through e-mail. These usually answer frequently asked questions, and supply important information on events. We may also post these handouts in the lobby area and on the student page of the website, and we ask that check the board or website regularly to stay up to date.

It is the parent /student's responsibility to stay up to date on announcements and information handed out or sent through e-mail. **CHECK YOUR SPAM FOLDER REGULARLY.**

If you have sent an email and did not receive a response, please re-send. COBA receives an abundance of emails and yours may have been inadvertently over-looked.

Meetings:

Parents who wish to have a meeting with a faculty member of COBA must email a detailed request explaining the reason/issue. *The Directors and staff will not meet with a parent without prior knowledge of the subject matter.* It will then be up to the faculty/staff member's discretion to choose to hold a meeting based on the subject matter. In order to minimize the risk of miscommunication, **PLEASE DO NOT MEET TEACHER AT THE DOOR AFTER CLASS.** Parents who have questions must call the office or present their question through e-mail.

Performance Information ***Please see Covid guidelines*

The Year-End Production Date will be announced in the next few weeks.

Participation in the Year-End Production is optional. We encourage all students to take part in the production as dance is a performing art, and we view performance as part of dance education. The dates, times, location, structure, and order of the recital performance are determined by the Directors and venue availability. Students are expected to attend all rehearsals. Recital rehearsals are very important. If a student is not attending classes when recital rehearsals begin, he or she is inhibiting the progress of the choreography and the rehearsals themselves. Students may be asked to schedule private lessons to catch them up on what they missed in class (private lesson fee will be added).

Absences during the recital season (after January 1, 2021) are considered disrespectful to faculty and fellow students. Therefore, more than 3 absences (without a medical excuse or pre-approval by the Directors) after January 1, 2021 could result in dismissal from the recital and no refund will be granted. This causes necessary adjustment to choreography and spacing, as well as student placement which may involve partners.

If you agree for your child to participate in the recital and then later withdraw your child from the production, you will be charged a \$50.00 fee per dance for the resetting of choreography. Students who withdraw from the production after March 1st (Without an approved excuse) may be put on recital probation for the following year. This is a very serious matter that impacts the entire class and will not be taken lightly.

Volunteers are necessary for the production to be successful. Parents are expected to volunteer, in some capacity, with COBA's Year-End Production (provided that your child is participating) or pay a fee to cover cost of replacement help. COBA much prefers voluntary parent participation as a helper in some capacity.

Performance Fees:

Fees associated with student's participation in our Year End Production are the following:

1. Costume Fee

COBA divides the student's "total" costume charges into 3 payments as an option. The total amount can either be paid in full (Sept. 15th) OR in (3) equal payments.

THREE PAYMENTS FOR RECITAL COSTUME DEPOSITS ARE DUE ON THE FOLLOWING DATES:

1st Costume Deposit Due = September 15th

2nd Costume Deposit Due = October 15th

3rd Costume Deposit Due = November 15th

A late fee will be added for any payments received after November 15th . Separate costumes are required for Ballet, Jazz, Tap, Pointe, Company, Musical Theatre/Performing Arts, and Contemporary which may result in several costume fees. Costumes are ordered in bulk. If a student's costume fee is not paid, a costume will not be ordered.

PLEASE SEE THE TABLE IN THE NEXT SECTION FOR COSTUME DEPOSIT AMOUNTS.

2. Recital Fee

The recital fee covers all of the costs involved with producing the recital performance.

The Recital Fee \$135 per dancer is due no later than March 15th, 2021. This fee is divided into two payments: February 15th and March 15th.

3. Keepsake Program Picture Book Fee (optional)

The Keepsake Program Picture Book Fee is an optional fee that allows the student's picture to appear in this special Recital book. The Recital Keepsake Program Book serves as a yearbook for our student. More information about this fee will be handed out in a Recital Information Packet in January 2021.

Observation Week ***Please see Covid guidelines*

The observation window will be open for the last class of every month. THE OPENING OF THE OBSERVATION WINDOW CAN ONLY OCCUR DURING THE LAST WEEK OF THE MONTH (except for the Month of June).

Rules during Observation week...

- In order to clearly see the class operation without the excitement of “mom is watching!”, We suggest parents keep this date secret from their child.
- Family and Friends of Students: PLEASE DO NOT INTERRUPT A CLASS. Our teachers are instructed to continue teaching if someone interrupts class. This is to prevent interference with the training of students and loss of valuable class time.
- During observation week. Parents are not permitted to discuss or indulge in critical or negative conversation about any child, the teacher, or any other staff member. This brings down the spirit of the school and students who wish to enjoy their training experience at COBA begin to feel uncomfortable in class.
- Only staff and students are allowed in classrooms.
- Parents, siblings, and friends are not allowed in empty classrooms.
- Children that are not in classes must be kept under control, quiet, and out of classrooms.
- Children not in classes must not be allowed to play outside or in the parking lot. Unsupervised children and parking lots are not a good combination.
- No running or horseplay, which can cause injury or disturb classes.
- Children not in classes cannot be left unattended.
- Please do not throw dirty diapers in the studio lobby wastebasket.
- Failure to adhere by these rules may be called to adult and/or children's attention by a staff member.

Lost and Found

COBA is not responsible for items lost, misplaced, or left unattended in studio or at the theatre. Please put the student's name on ALL of your belongings. Items found in the studio at the end of the day will be placed in the lost and found box, which is the ottoman in the lobby. Items in the lost and found box will be taken out at the end of the month, and no longer accessible, so please check it as soon as you lose something.

Class Cancellations ***Please see Covid guidelines*

When conditions beyond our control necessitate (parade route closing the shopping center, etc..), we reserve the right to cancel classes while making our best effort to notify those students involved.

In the event of inclement weather, COBA will follow the St. Tammany Parish public school closings.

Private Lessons

Private Coaching is offered for approved students. Private Coaching is designed for student technical improvement and are not to replace regular classes. Please contact the office for Coaching Lesson fees. Private Coaching Fees must be paid in advance of the scheduled lesson. To cancel a Private Coaching session, a 24 hour advance notice with the teacher is required. If not the student will be charged for that lesson.

Important Dates to Remember

-Please keep in mind that all dates are subject to change-

August

1st Tuition Auto-Draft
17th First Day of Classes

September

1st Tuition Auto-Draft
7th Labor Day (No Classes)
15th *COSTUME FEE* First Deposit Auto-Draft

October

1st Tuition Auto-Draft
15th *COSTUME FEE* Second Deposit Auto-Draft

November

1st Tuition Auto-Draft
15th *COSTUME FEE* Second Deposit Auto-Draft
23-27th Thanksgiving Holiday (No Classes)

December

1st Tuition Auto-Draft
22nd-January 3rd Winter Break (No Classes)

January

4th Return from Winter Break
18th Martin Luther King Holiday (No Classes)
Recital Packets Distributed / 2021 Ad Contest Begins

February

1st Tuition Auto-Draft
15th Recital Fee Auto-Charge (1/2)
15-19th Mardi Gras Break (No Classes)

March

1st Tuition Auto-Draft
15th *RECITAL FEE* Auto-Draft (2/2)
Photography Day (Exact Date TBA)
Summer Info and Registration 2021

April

1st Tuition Auto-Draft
2-9th Spring Break
Photography Day (Exact Date TBA)

May

1st Tuition Auto-Draft
Recital Costumes Distributed
In-Studio Dress Rehearsal Week (Exact Date TBA)
31st Memorial Day (No Classes)

June

1st Tuition Auto-Draft
Stage Rehearsal (Exact day TBA)
Recital Performance Date TBA

Student/Parent Contract

(PLEASE READ and TURN THIS TO THE OFFICE BY September 1st)

Parent or Guardian Name (print): _____ Date _____

The Conservatory of Ballet Aviv 2020/2021 School Year

I have read and understand the Conservatory of Ballet Aviv handbook and agree that my child and I will adhere and comply with all of the rules and requirements stated therein.

Initial Parent or Guardian (or student if 18 or older) _____

I understand that separate costumes are required for Ballet, Jazz, Tap, Contemporary, Musical Theatre, Hip Hop, etc. which may result in several costume fees. I understand that if this fee is not paid, a costume will not be ordered for this student when the school orders costumes.

Initial Parent or Guardian (or student if 18 or older) _____

By signing below, I do hereby release The Conservatory of Ballet Aviv and their agents or representatives of liability for my child (or myself) of any injury to my child (or myself) in class (including acro/tumbling class), while on the school campus, or while participating in The Conservatory of Ballet Aviv or The Conservatory of Ballet Aviv sponsored performances. I understand that in the event medical intervention is needed, every attempt will be made to contact the person(s) listed on the student's registration form. In the event next of kin cannot be contacted for the health and well being of my child (or myself), I hereby authorize the Director, Instructor, or Staff of The Conservatory of Ballet Aviv to authorize whatever medical treatment that might be necessary in an emergency situation. I understand that I and my medical insurance carrier are financially responsible for any medical treatment extended to my child (or myself), and that The Conservatory of Ballet Aviv and its agents or representatives cannot be held accountable or liable for such medical treatment.

Signed Parent or Guardian (or student if 18 or older): _____

The Conservatory of Ballet Aviv - ADDITIONAL STUDENT INFORMATION:

The following questions enable the teaching staff of The Conservatory of Ballet Aviv to effectively meet the student's needs in the classroom, as well as establish reasonable expectations and goals for that student. Please do not leave blank. Answers will be kept confidential. Does this student have any medical problems?

(please circle) NO YES (please explain): _____

Latex Allergy (please circle): NO YES Diabetic (please circle): NO YES (If yes, please inform teacher at time of child's first class)

Asthma (please circle): NO YES

Medical and Medication: _____

Learning/Behavioral challenges (including but not limited to ADD, ADHD, Asperger's Syndrome, autism, depression, OCD) : _____

Physical (includes but is not limited to hearing loss, vision problems, joint problems, JRA, scoliosis, past injury, etc.): _____

Was this student Adopted? Please Circle: NO YES When was child adopted? _____ At what age? _____ Country of Birth: _____

The Conservatory of Ballet Aviv 2020/2021 School Year Program I understand and agree to the following (initial each):

_____ 1. Tuition payments. Tuition is a annual fee that is broken down into monthly installments. The first installment (August) payment must be paid as well as registration before the first class. The remaining payments will be will be automatically debited from credit or debit card on the 1st of each month (August through June), and are considered delinquent if not paid by the fifth of each month. There will be a 3% surcharge added to all credit and debit transactions.

_____ 2. Tuition payments will continue as usual in the event of a transition to online "Zoom" classes due to a Covid-19 outbreak or shutdown. Classes will transition back to in studio classes as soon as it is safe to do so.

_____ 3. A late fee of \$25 will be charged for each month if payment is delinquent.

_____ 4. Costume Deposit installments will be automatically debited from accounts on the 15th of September, 15th of October, and 15th of November as per according to the Fee Schedule listed on the School Calendar and in the Student Handbook.

_____ 5. Tuition payments and all remaining fees (Registration Fees, Late Fees, Costume Fees, leotard payment, etc.) are nonrefundable and must be current in order for the student to participate in his/her scheduled classes.

_____ 6. Any student whose account is not paid by the 15th of the month will be suspended from classes until their account is paid in full. A \$10 reinstatement fee will be charged.

_____ 7. Any questions or concerns should first be presented through email.

_____ 8. The Conservatory of Ballet Aviv is hereby granted permission to take photographs, in class, on stage, back stage, or else where of my child (or

myself) to be used in brochures, websites, posters, advertisements, and other promotional materials the school creates. Permission is also hereby granted for the school to copyright such photos in its name.

_____9. I understand that The Conservatory of Ballet Aviv is not responsible for providing before and after care for my child; and that students are not to be left at the school for excessive amounts of time before or after class.

_____10. I agree to read The Conservatory of Ballet Aviv Handbook and agree that my child and/or I will adhere to all the rules and requirements stated therein.

_____11. I understand that classes will close as they are filled and all classes are subject to change.

_____12. I understand that I am expected to volunteer, in some capacity, with COBA’s Year-End Production (provided my child is participating) or pay the fee to cover cost of replacement help.

_____13. By signing below, I do hereby release The Conservatory of Ballet Aviv LLC and their agents or representatives of liability for my child (or myself) of any injury to my child (or myself) in class (this includes all classes, Acrobatics, Musical Theatre, etc..), while on the school campus, or while participating in The Conservatory of Ballet Aviv or Ballet Aviv sponsored performances. I understand that in the event medical intervention is needed, every attempt will be made to contact the person(s) listed on the student’s account. In the event, next of kin cannot be contacted for the health and well being of my child (or myself), I hereby authorize the Director or Instructor of The Conservatory of Ballet Aviv to authorize whatever medical treatment might be necessary in an emergency. I understand that my medical insurance carrier and I are financially responsible for any medical treatment extended to my child (or myself), and that The Conservatory of Ballet Aviv and its agents or representatives cannot be held accountable or liable for such medical treatment.

PLEASE PRINT STUDENT’S FULL NAME

Signature*_____Date:_____

Parent, Legal guardian or Adult student (18 or older) (If responsible for student’s tuition)

COVID-19 Fall 2020

Lobby – The lobby will be closed until it is deemed safe to reopen.

- Dancers and parents must wait in the car or outside until the class time and only dancers and staff will be allowed in the building. An instructor will be at the studio door to receive the students for class and to dismiss the students after.

Masks - Instructors, staff, and Students (over age 8) are required by the State and Parish to wear masks.

- Students with a medical condition are exempt, but must email the office to notify.
- Students must wear mask while entering and exiting the building and when proper distancing is not possible.
- **Students may remove the mask while dancing in proper distancing.**
- **Students must have a mask on his or her person at all times.**

Sanitation - We have a cleanliness/sanitizing protocol ready to go.

- Class times will be adjusted a few minutes in order to sanitize all equipment and floors in between classes.

Sick Students - Students will not be allowed in the building if he or she is not feeling well, even if it is presumed to be allergies or some other common ailment.

- If a student **or family member** is not feeling well, please do not bring the student to class - he or she should not come to class and instead continue with Zoom Classes.

Classes

- All classes will be conducted as usual with proper distancing protocols when possible.
- **In the event of a community shutdown or pull back to Phase1, the studio will transition classes to ZOOM at the regular time.**
 - All students are required to participate in ZOOM classes for continuity of training and to keep up with the pace of the class.
 - Regular Tuition rates will apply and Tuition will be charged on the normal schedule.
 - Students are required dress as they would for classes at the studio - with hair in up and in their uniform.

Recital

The nature of a recital performance requires nearly a full year of planning. We do plan on holding a regular Recital Performance at the end of our school year this year. However, we are in unprecedented times, and no one knows what the future will look like. If necessary we will make necessary steps to have a recital performance at a later date or at a different venue which may include the studio.