



Dancer Registration Form for Academic Year 2016-17

I. Dancer Information

(Office Use Only: U10?)

(Please complete one set of registration papers per dancer)

Today's Date (m/d/y) ____ / ____ / ____

Dancer's First Name _____ Last Name _____

Date of Birth (m/d/y) ____ / ____ / ____ Age as of Today: _____

Our operating permit with the City of Hayward requires that all dancers under the age of 10 be signed in and out by a parent or other responsible adult 18 or over. Please notify Ballet Petit when your dancer turns 10 years old so we can remove this requirement for your dancer.

Address: _____ City: _____ Zip: _____

Home Phone (____) _____ (select one) Returning dancer New dancer

Does this student have any special needs/ allergies? _____

Previous dance training for this student (not at Ballet Petit) _____

How did you hear about Ballet Petit? _____

You MUST provide an email address to receive vital information regarding studio matters, updates, performances, etc. Please write legibly to avoid missing important communications from the school.

In addition, parents are reminded that they must respond to the yahoo groups invitation to join our parent email group. We can only invite you; you must accept the invitation to join. Ballet Petit e-mails are sent only from Miss Peggy and do NOT broadcast addresses, responses, etc. to group members. It is not a parent chat list. It is a necessary means of communication between you and Ballet Petit's Artistic Director. Your contact information is NOT shared with others.

Contact E-Mail (required): PLEASE write your email address legibly:

Note: You will be sent an invitation to join the yahoo group. To be added, you must click through the invitation.

Our Yahoogroup does not allow us to add you.

_____ @ _____

Check here IF you are currently receiving BP e-mails at this address _____. (PLEASE PRINT E-MAIL ADDRESS LEGIBLY)

Parent 1

First Name _____ Last Name _____ Cell # _____

Parent 2

First Name _____ Last Name _____ Cell # _____

Other Emergency Contact Name: _____ Cell # _____

Name of sibling(s)** currently attending Ballet Petit _____

**Siblings qualify for a 20% family discount on tuition (ex. First child pays 100%, second, third child pays 80% .)

PLEASE DO NOT SEPARATE, IGNORE, OR REMOVE ANY OF THE STAPLED PAGES.

Ballet Petit Basic Information Overview Academic Year 2016-17

(Please save this for your reference)

A. Please visit our website for further details and additional information at www.balletpetit.com Many factors lead to the specific procedures that govern Ballet Petit. Years of experience and a professional approach to our school have driven our published procedures and rules stated here, in our studio, and on our website. As a dancer or as a parent of a dancer, it is your responsibility to know and follow the rules and procedures set forth; they are not optional. Failure of the dancer or parents/family to follow these may result in the dancer's dismissal from the school.

B. Registration, Scheduling, and Productions: Many decisions are made and costs are triggered as each dancer registers and is placed on a class roster. Once a schedule is submitted, a \$15 change fee applies when making other changes to the registration, such as class additions, changes, or deletions, etc. This includes dancers who register as non-performing and change to performing because the participation coding changes on the roster. Class schedules initially set the framework for casting, so it is important to keep your schedule until after the performance. Your space in class is guaranteed only after accurate and complete registration paperwork and all fees have been submitted. Please remember that **ONLY** staff can determine levels and promote dancers. You may ask your dancer's most recent or current teacher if you anticipate a promotion.

C. Payment of Fees: It is your responsibility to turn in fees by deadlines. All payments can be made by mail to: Ballet Petit, 2501 Industrial Parkway West, Hayward, CA 94545, or may be dropped in the locked box in Studio A. Fall Session registration opens on August 15. Payments are due by with registration (#1 of 2) 8/15-9/15 and (#2 of 2) 10/15. Winter/Spring Session registration opens around early December. Payments are due with registration (#1 of 3) 12/4-1/15, (#2 of 3) 2/15, and (#3 of 3) 4/15. All fees are non-refundable and non-transferable once paid. Missed classes may be made up, but only within the same session as the absence. All dancers pay an annual registration fee with Fall Session registration. New dancers pay upon entrance to the school for the remainder of that school year.

D. Observation/Waiting Areas: Ballet Petit is a classical ballet school, so please keep the waiting areas calm. We welcome all visitors who are able to maintain the ambiance of the school. A classical ballet school is a focused environment where dancers work, rest, wait, study, eat, and even socialize. The atmosphere in the building is critical for dancers to maintain focus in the studio and in the various spaces in the building. Parents are encouraged to watch classes or relax quietly in the various parent-approved waiting areas. Siblings are welcome as long as they can be quiet while at Ballet Petit. Noisy behavior, games, balls, and toys are not permitted in the school as they disrupt the environment for the dancers. Our facility has a special Noisy Sibling Room for adults to take their infants and children when they are unable to wait quietly in the studio. Do not use cell phones in the hallways or observation areas. Urgent cell phone use is restricted to the lobby near the front entrance. Please make phone calls quickly, step outside, or go to your car to make and take calls.

E. Appropriate Ballet Dress Code and Protocols: Dancers must ALWAYS cover up with regular clothes and shoes before they arrive and leave the building. Dancers never come and go in ballet attire. They may never run in or out of the school, at any age, showing their ballet practice clothes. By ballet standards, not covering up is considered inappropriate, and it is not safe. Dancers are to arrive in time to change for their classes *in the dressing room*. We have provided both a Mommy and Me and a separate Daddy and Me dressing room for beginning level dancers under the age of 13. Twinkle Toes through Beginning 4 dancers not needing dressing assistance are to use the Mommy and Me dressing room. Intermediate, Advanced level, and female dancers 13 years and older are the only ones who may use the dressing room located near Studio D. Male students have a dressing room near Studio A. Younger dancers may leave their clothes in the cubbies in the dressing rooms. Dancers are encouraged to bring all valuables and their dance bags into the studio once they have used the dressing room to change.

Dress Code: Female dancers are to wear a black leotard, ballet pink tights, and black or pink leather or canvas ballet slippers for all classes. Extra dancewear items such as skirts, leg warmers, shrugs, sweaters, etc. are not to be worn at the barre without specific permission from the instructor. Dancers who forget ballet shoes or clothes are not permitted to take class, but are required to observe from inside the studio. Male dancers are to wear a white t-shirt with black leggings, tights, or shorts, black or white socks, and black or white ballet shoes. *Female dancers may wear other color leotards and male dancers may wear colored tee shirts each 25th-31st of each month.* **Hair Code:** Dancers in Twinkle Toes, Beginning 1 and 2 are encouraged to have their hair in a bun for class. If that presents a challenge, a ponytail, or hair tied back from the face will suffice. Dancers in Beginning 3 and above are required to wear their hair in a ballet-style bun for all classes and rehearsals. A ballet bun consists of a neat ponytail, twisting of the ponytail as it rounds into a neatly pinned bun covered with a hair net or chignon. Dancers should carry hair supplies in their dance bags as a part of their necessities. In some cases, a clip with a chignon to stuff the hair into makes a reasonable substitute for some hairstyles. All dancers are required to have buns for performances, so they should practice styling their own hair into a bun as soon as possible. Dancers are to enter the studios in ballet attire, not their street clothes. Shoes that have been worn outdoors are never be worn on the dance floors. Only Ballet Petit logo wear or appropriate solid pink, black, gray, or white items may be worn as warm ups through floor exercises, but are to be removed after plies at the barre. Skirts, etc. may be worn in centre at the discretion of the teacher.

F. Internet and Photography: www.balletpetit.com is a wonderful site full of information, pictures, videos, and other items of interest to Ballet Petit dancers, families, and fans. Parents should expect that we post images that may include their children and understand that we use photos and videos from classes, rehearsals, and performances on our web site and in various publications. You may also find us on Facebook under Ballet Petit, Inc. NOTE: Parents may NOT post Ballet Petit photos from rehearsals, classes, or performances, or any other Ballet Petit events on public sites without password protection unless those images only show their own child(ren).

Ballet Petit Nutcracker / Fall Session 2016 Schedule of Classes (p. 2 of 2)

Dancer's Name: _____ Assigned Level: _____ / Pointe Level _____

Session Dates: Sept. 5- Dec. 18, 2016

Place a check in the box after the classes you are choosing. Note: ** classes count x 2 for tuition.

Choose your classes here →	Monday			Tuesday			Wednesday			Thursday			Saturday			
↓Class Levels, continued	Class Time	By	✓	Class Time	By	✓	Class Time	By	✓	Class Time	By	✓	Class Time	By	✓	
Adult Multi-Level				12:00-1:15	MR A											
Adult Beginner										7:00-8:15	MR D					
Adult Beginner/ Int.				7:15-8:30	MR D											
Adult Beginning Pointe (Teacher Approval Required)				8:30-9:15	MR D											
Teen Boys / Beginners / Int.										7:00-8:00	MPa C					
Pointe 1A							6:00-6:30	MD A		5:30-6:00	MP A					
Pointe 1B							6:00-6:30	MS A		5:30-6:00	MS B					
Pointe 2A, 2B							6:30-7:15	MD A					1:45-2:30	MLi A		
Pointe 3/ Variations				8:40-9:15	MN A											
Total Number of Classes:	Total # :	_____		Notes:			** counts x2									
Tuition Due W/ Reg. / 1st payment	\$		+	Annual Reg	\$35	+				Total Due	\$					
				(Each year)												
Staff Key	Miss Peggy	MP		Miss Lillian	MLi		Miss Darlene	MD		Miss Joy	MJ		Miss Leah	MLe		
	Miss Lauren	MLa		Miss Nicole	MN		Miss Melissa	MM		Miss Reagan	MR		Miss Patience	MPa		
Class Location	Studio A= A			Studio B= B			Studio C= C			Studio D= D						

PLEASE DO NOT SEPARATE, IGNORE, OR REMOVE ANY OF THE STAPLED PAGES.

Our Fall Semester Performance – Ballet Petit’s Nutcracker, December 3, 4, 2016 at 2 PM and 7 PM (Q and A’s)

(Please complete one set of registration papers per dancer. Please indicate your choice of performing, or not, below.)
An important aspect of ballet training includes learning choreography. This culminates in performing on the stage in front of a live audience. Ballet Petit has been delighting audiences with its annual production of *The Nutcracker* since 1979, and its Spring Concert series since 1989. Our performances are professional quality with full stage effects and professional stage crew. We professionally videotape the evening shows and shoot action shots throughout our theatre time.

How can my child be in The Nutcracker? *Dancers wishing to perform submit their production fee with their registration.* Participation in Ballet Petit performances, such as The Nutcracker, is encouraged, but not required. Choreography for performances is learned in class during performance seasons. Due to production requirements and deadlines, **dancers cannot be added to the cast after September 15, without Late Registration by Sept. 30. Dancers commit to performing by paying the non-refundable production fee as they register for classes each session. Adding participation September 16- 30 is possible, but incurs late fees, as it changes performing status for that dancer. Overarching casting decisions are made as each class registration is received.**

How is casting done for The Nutcracker? Participating dancers attending classes at Ballet Petit one day a week will be cast in one part. Dancers attending two or more times per week will be casted in two parts, except in the rare cases where a dancer’s schedule overlaps with the casting of both days’ parts. Junior Company dancers will be cast with extra parts as needed and as a benefit of their extra commitment to their art. Dancers are always encouraged to learn choreography that is presented to them in class, regardless if they are cast in that role or not. Casting is done with staff input, and at the discretion of the Artistic Director. The number of parts or level of roles does not change the production fee.

How much is the Nutcracker Production Fee and how can I get a Souvenir DVD? Each dancer pays a production fee to participate that covers some theater expenses, costumes, and the *offer* of one souvenir DVD per family. Parents are notified via the parent e-mail list of the DVD distribution period (usually 3-4 weeks post-production). DVDs not collected by the end of the distribution period will be forfeited. The production fee for participation in Ballet Petit’s 38th annual *The Nutcracker* is \$165 per single dancer, and \$115 per additional sibling dancer, **and is to be paid with class registration.**

How do I get tickets and do we have to sell a minimum per dancer? On-line tickets sales begin in November on our website through Vendini. All audience members must have a ticket. Dancers do not need a ticket since they are performers and dancers do not go into the audience during performances. Tickets make a great gift for family, friends, and teachers. Tickets are a great way to say “Thank you!” Live performances are truly special gifts! Ballet Petit does not force per dancer ticket sale quotas, so please invite and tell everyone you know!

How does this production happen? I have heard it is very professional. Thanks to the active participation of 37 years of dedicated BP parent volunteers, Ballet Petit has been able to provide professional production experiences for its dancers and audiences alike. Parents are needed to volunteer. Parents are needed to help sew, build, advertise, provide refreshments and / or supervise backstage for *one* show. We suggest they purchase tickets for the show (s) for which they do not volunteer. Volunteer opportunities are posted weeks ahead of the performances so you can plan accordingly.

ALL DANCERS: Please check one space below. (Beg. 2 Level dancers who choose YES, also need to choose now IF THEY WILL perform in the Sunday show. Beg. 2 dancers who do not choose yes, do not perform on Sunday.)!

ALL LEVELS: ___ YES, I will perform in Ballet Petit’s *The Nutcracker* on Saturday 12/3 at 2 p.m. and 7 p.m. and on Sunday 12/4 at 2 p.m. and 7 p.m. (Note: *Twinkle Toes*, Beg. 1 and Beg. 2 dancers only perform in both shows on Saturday.) All dancers in Beg. 3 and higher perform in all four (4) shows. I understand I need to pay the \$165 production fee with class registration.

BEG. 2 ONLY: ___ YES, I am a **Beg. 2 dancer** who wishes to be considered to perform on Sunday in both shows. Selecting this option is a promise NOW to perform on Sunday at 2 p.m. and 7 p.m. If you do not select this option, you will not be added to the Sunday cast. Line leaders are selected from dancers signed up to perform Sunday.

ALL LEVELS: ___ NO, I will not perform in The Nutcracker this year. I understand I cannot be added to the cast after submitting this form unless I include a **\$15 change fee**. I can only amend my participation this way until 9/15. After 9/15 and until 9/30, I must also include a **\$15 late fee** (Total: \$30 9/16-9/30).

Dancer’s Name _____ Level _____ # Classes per week _____ Production Fee: \$ _____

Thank You for Dancing at Ballet Petit!



Family Name(s) _____

Email of Parent Responsible for Account: _____

Best Phone Number for Parent Responsible for Account: () - _____

Dancer #1's Name _____		Level _____	
Tuition #1 of 2 payments Due with Reg	\$ _____	Tuition #2 of 2 is due 10/15	Remember to drop off payment #2 no later than 10/15 to avoid the \$15 late fee. Or you may pay # 2 of 2 now. \$ _____
Annual Reg. Fee	\$35	Description	Registration Fee is due each school year
Production Fee	\$165 (incl. 1 DVD)	Description	Nutcracker Production Fee for Dec. 3, 4, 2016

Dancer #2's Name (Sibling of #1) _____		Level _____	
Tuition #1 of 2 payments Due with Reg	\$ * _____ (*less 20% discount for this sibling)	Tuition #2 of 2 is due 10/15	Remember to drop off payment #2 no later than 10/15 to avoid the \$15 Late payment fee. Or you may pay #2 now. \$ _____
Annual Reg. Fee	\$35	Description	Registration Fee is due each school year
Production Fee	\$115	Description	Nutcracker Production Fee for Dec. 3, 4, 2016. Fee is discounted for siblings/1 dvd per family.

Dancer #3's Name (Sibling of #1 and 2) _____		Level _____	
Tuition #1 of 2 payments Due with Reg	\$ * _____ (*less 20% discount for this sibling)	Tuition #2 of 2 is due 10/15	Remember to drop off payment #2 no later than 10/15 to avoid the \$15 Late payment fee. Or you may pay #2 now. \$ _____
Annual Reg. Fee	waived for 3rd sibling	Description	Registration Fee is due each year for Dancers#1 and 2.
Production Fee	\$115	Description	Nutcracker Production Fee for Dec. 3, 4, 2016. Fee is discounted for siblings/1 dvd per family.

Total Tuition Due and Enclosed Now: _____ (#1 payment of 2 tuition payments is required with registration.)
Please remember that Tuition Payment #2 is due by 10/15 \$ _____
All fees (Tuition, Registration, Production) are Non-Refundable and Non-Transferable to other fees due.

CHECK: TO REGISTER, EACH DANCER NEEDS: ___ A REGISTRATION FORM, ___ A PRODUCTION PAGE, ___ A SCHEDULE PAGE, ___ ALL FEES ATTACHED (non-refundable and non-transferable), AND ___ THIS PAGE (ONE PER FAMILY).

ALL FEES MUST BE SUBMITTED WITH PAPERWORK, INCLUDING PRODUCTION FEES FOR Nutcracker 2016. SUBSEQUENT CHANGES, ADDITIONS, ETC. INCUR A \$15 CHANGE FEE, EACH CHANGE, EACH TIME.

PRIORITY IS GIVEN TO REGISTRATIONS ON A FIRST COME - COMPLETE AND CORRECT, FIRST SERVED.

TUITION RATES, BASIC CALENDAR, and COMMUNICATIONS



Since ballet training is more than paying for and taking classes, or performing on stage, our BP parent email group is very important. Miss Peggy utilizes our Ballet Petit Parent email list / group to send out important information such as production rehearsal etiquette matters, rehearsal times, ticket sale info, emergency notifications, etc. This is NOT a parent chat list. Emails go between you and Miss Peggy, ONLY. Be sure that you respond to the invitation from yahoogroups that was sent to you shortly after you registered so that you can be informed. If you missed it, please ask again.

TUITION RATES FOR 2016-2017						
Number of Classes to be Taken Each Week	1 CLASS PER WEEK	2 CLASSES PER WEEK	3 CLASSES PER WEEK	4 CLASSES PER WEEK	5 CLASSES PER WEEK	UNLIMITED / 6 OR MORE CLASSES PER WEEK
Due With Registration (by 9/15)	\$170	\$320	\$440	\$520	\$600	\$650
Due by 10/15	\$170	\$320	\$440	\$520	\$600	\$650
<i>Or Pay It All with Reg Now</i>	<i>\$340</i>	<i>\$640</i>	<i>\$880</i>	<i>\$1040</i>	<i>\$1200</i>	<i>\$1300</i>
Private Lessons	60 minutes \$80 (1 dancer)	90 minutes \$120 (1 dancer)	semi-priv. \$80+\$15=\$95 (+1 dancer)	small priv. \$80+25=\$105 (+2 dancers)	payment due at each lesson	arranged mutually

SEPTEMBER - DECEMBER 2016			JANUARY - JUNE 2017		
DATES	Description		DATES	Description	
Sept.-Dec.	2 Tuition Payments Made		Jan.- June	3 Tuition Payments Made	
SEPT. 5	START SESSION		JAN. 3	START SESSION (Registration officially opened in Dec.)	
SEPT. 15	END REGULAR REG.		JAN. 15	END REG./ NO LATE PROD. REG	
SEPT. 16-30	LATE REG. (\$15 EXTRA)		JAN. 16	DR. MLK DAY / CLOSED	
OCT. 15	TUITION #2 OF 2 DUE		FEB. 17-20	PRESIDENTS' DAY / CLOSED	
OCT. 31	HALLOWEEN / CLOSED		FEB. 15	TUITION #2 OF 3 DUE	
NOV. 11	VETERAN'S DAY / CLOSED		APR.13-23	BP SPRING BREAK	
NOV. 23-26	THANKSGIVING / CLOSED		APRIL 15	TUITION #3 OF 3 DUE	
DEC. 1-4	IN THEATRE/ NO CLASSES JAN-JUNE REG HAS OPENED		MAY 18-20	IN THEATRE / NO CLASSES	
DEC. 17	NUTCRACKER CAST PARTY		MAY 27-29	MEMORIAL DAY WKD / CLOSED	
DEC. 18	SESSION ENDS		JUNE 11	SESSION ENDS	