



Dancer Registration Form for Academic Year 2019-20

I. Dancer Information

(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 notify us if you somehow drop off the list so that we can reactivate your communication emails from Miss Peggy.

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.**

____ I am NOT currently receiving emails from ballet-petit-parents@balletpetit.com.

OR ____ I am currently receiving emails from ballet-petit-parents@balletpetit.com.

____ @ _____

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% .)

Ballet Petit Basic Information Overview Academic Year 2019-20

A. Please visit our website for further details and additional information at www.balletpetit.com Many factors have led 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 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 rules 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 and payment are 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 performance 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 class levels and promote dancers. You may ask your dancer's most recent or current teacher if you should anticipate a promotion.

C. Payment of Fees: It is your responsibility to pay 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 in early August. Payments are due with registration (#1 of 2) 8/15-9/15 and (#2 of 2) 10/15. Winter/Spring Session registration opens by early December. Payments are due with registration (#1 of 3) 12/1-1/15, (#2 of 3) 2/15, and (#3 of 3) 4/15. All fees, including production and fees, are non-refundable and non-transferable once paid. There is a Late Fee of \$15.00 assessed on late payments made after deadlines. 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 the fee upon entrance to the school for the remainder of that school year. Parent Collective Effort deposits are returned following verification of hours, post production. Parents may OPT OUT by not joining the Parent Collective Effort and will have their BPPCEP deposits processed.

D. Observation/Waiting Areas: We are 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, but quietly. The atmosphere in the building is critical for dancers to maintain focus. 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 here. 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 dress in street clothes and shoes before they arrive at and leave the building. Dancers never come and go in just their ballet attire, at any age. Their ballet clothes may not be visible outdoors until they arrive inside the school. 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 female 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. Only Ballet Petit logo wear or appropriate solid pink, black, gray, or white items may be worn as warm ups. Dancers are to remove warm ups after plies. Skirts, etc. may be worn in centre at the discretion of the teacher. 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. Dancers who forget ballet shoes or clothes are not permitted to take class, but are required to observe from inside the studio. *Female dancers may wear other color leotards and male dancers may wear colored tee shirts the 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.

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 and Instagram 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).

January 6- June 14, 2020

page 1 of 2

Dancer's Name: _____

Assigned Level: _____

Pointe Level _____

Circle or highlight your classes below.	Mondays		Tuesdays		Wednesdays		Thursdays		Saturdays	
Ages listed are a guideline. Note requirements for attendance.	Class Time	Class By / Studio	Class Time	Class By / Studio	Class Time	Class By / Studio	Class Time	Class By / Studio	Class Time	Class By / Studio
Twinkle Toes (ages 3 and 4)									10:30-11:15	MsJe C
Beginning 1 (ages 4-6)					5:15-6:00	MsE B			11:15-12:00	MsJe C
Beginning 2 (ages 6-9) Recommended 2 classes per week	5:00-5:45	MsPa B	6:30-7:15	MsCI B			5:15-6:00	MsPa C	11:30-12:15	MsLe B
Beginning 3 (ages 8-10) Recommended 2 classes per week	5:45-6:45	MsPa B			6:00-7:00	MsE B	6:00-7:00	MsPa C	12:15-1:15	MsLe B
Beginning 4 (ages 10-14) Recommended 2 classes per week	5:00-6:00	MsP A					7:00-8:00	MsPa C	10:30-11:30	MsLe B
Transition Intermediate Both Classes Required	6:45-8:00	MsPa C			7:00-8:15	MsSa C				
Intermediate 1 Minimum Attendance 2 classes per week	7:30-8:45	MsP A	4:30-5:45	MsPa A	5:00-6:15	MsSa A	4:15-5:30	MsP A	12:00-1:15	MsPa A
Intermediate 2 Minimum Attendance 2 classes per week Double Class Required 1 day each week	7:30-8:45	MsP A	4:30-5:45	MsPa A	5:00-6:15	MsSa A	8:00-9:15	MsPa A	12:00-1:15	MsPa A
Intermediate 3 Minimum Attendance 2 classes per week Double Class Required 1 day each week	6:00-7:30	MsP A	6:15-7:45	MsPa A	7:15-9:00** ** = (x2 on tuition)	MsJ A	8:00-9:15	MsPa A	12:00-1:15	MsPa A
Transition Advanced Minimum Attendance 3 classes per week Double Class Required 1 day each week	6:00-7:30	MsP A	6:15-7:45	MsPa A	7:15-9:00** ** = (x2 on tuition)	MsJ A	8:00-9:15	MsPa A	10:15-12:00** ** = (x2 on tuition)	MsPa A
Total Number of Classes on page 1 + on page 2	___ + ___		___ + ___		___ + ___		___ + ___		___ + ___	
Grand Total Number of Classes for Tuition (Note:** = (x2 classes on tuition) on Tr Adv/ Adv classes	_____				Note:** = (x2 on tuition)		Note:** = (x2 on tuition)		Note:** = (x2 on tuition)	11.25. v

January 6 - June 14, 2020

page 2 of 2

Dancer's Name: _____

Assigned Level: _____

Pointe Level _____

Circle or highlight your classes below	Mondays		Tuesdays		Wednesdays		Thursdays		Saturdays	
Ages listed are a guideline. Note requirements for attendance	Class Time	Class By / Studio	Class Time	Class By / Studio	Class Time	Class By / Studio	Class Time	Class By / Studio	Class Time	Class By / Studio
Advance/ Pre-Professional Minimum Attendance 3 days per week for Adv., Pre-professional 4 days per week + Jr Co + Master Classes Daily Attendance highly recommended Double Class Required 1 day per week	6:00-7:30	MsP A	6:15-7:45	MsPa A	7:15-9:00** ** = (x2 on tuition)	MsJ A	6:00-8:00** ** = (x2 on tuition)	MsP A	10:15-12:00** ** = (x2 on tuition)	MsPa A
Pre-Pointe / <i>Highly Recommended</i> (for Trans. Int. class only). This class prepares dancers for upcoming pointe work.	8:00-8:30 Trans Int only									
Pointe 1 A Dancers must take class before pointe classes			5:45-6:15	MsPa A			5:30-6:00	MsP A		
Pointe 1 B Dancers must take class before pointe classes							5:30-6:00	MsDi C	1:15-1:45	MsLe C
Pointe 2 A / 2 B Dancers must take class before pointe classes. These dancers should take their "double class" en pointe.					6:15-7:00 Pte 2A	MsSa A			1:15-2:00 Pte 2A and 2B	MsPa A
Pointe 3 / Variations Dancers must take class before pointe classes			7:45-8:30	MsPa A						
Total Number of Classes to add on page 1. Note:** = (x2 on tuition) for certain Tr/Adv classes	_____		_____		_____		_____		_____	
<u>Adult Division Classes</u> Adult Classes are paid on Dance Cards or by individual classes directly to the teacher. \$15 per class or 8 Class Card \$100. Class Card valid 3 months from date of purchase, adjusted for school breaks.			7:15-8:30 Mixed Level Ballet Class for Adults	MsCI D						
	Miss Peggy	MsP	Miss Sarah	MsSa	Miss Jenni	MsJe	Miss Patience	MsPa	Miss Leah	MsLe
	Miss Claire	MsCI	Miss Nicole (on Maternity Leave)	MsN	Miss Emily	MsE	Miss Joy	MsJ	Miss Diana	MsDi

Ballet Petit's Spring Concert 2020 Production Participation Agreement

Ballet Petit is so happy to be performing another Spring Concert program this season. We are thrilled that you are here to join us. We encourage you to become involved in the production so that we all can benefit from our collective experiences. Please read carefully to be sure you have made your choices and have everything included BEFORE you submit your packet. Incomplete packets cannot be processed as each component is dependent on others.

Dancer's Name _____ Dancer's Class Level _____ # Classes per week _____

In order to perform in Ballet Petit's Spring Concert production, all dancers must:

_____ Submit their completed registration packet no later than January 15. Class registration is possible after 1/15, but Spring Concert participation is NOT due to costume ordering deadlines. Casting will be posted in early February. Note: All fees (except BPPCEP) are non-refundable and non-transferable once paid. This includes Production Fees as decisions are made as each dancer is processed. Packets are to be submitted only once they are complete (i.e. forms AND fees).

Indicate Your Performance Choices Below (due with registration)

FOR DANCERS of ALL LEVELS:

1. _____ Yes, I will perform in Ballet Petit's Spring Concert on Saturday May 23 at 2 p.m. and 7 p.m.

OR _____ NO, I will not perform in the Spring Concert this year. I understand I cannot be added to the cast after submitting this form unless I include a \$15 Change Fee and do so no later than 1/15.

2. **PARENT SIGNATURE of ALL SPRING CONCERT PARTICIPANTS:** I understand that each family is responsible for the 5 hours as outlined in the Ballet Petit Parents Collective Effort Program. Once my participation is verified post- production, I understand that my deposit will be shredded. I also may OPT OUT, not participate, and my \$100 check will then be deposited.

3. **Your Complete Winter / Spring / Spring Concert Participant Registration for ALL Dancers includes:**

_____ Completed Dancer Registration Form (new dancers) _____ Payment of Annual Registration Fee (if new)

_____ Completed Class Schedule in dancer's assigned level _____ Payment of EITHER Tuition #1 of 3 (#2 of 3 is due no later than 2/15 and # 3 by 4/15) or FULL Tuition (Payment of Tuition #1,2, and 3)

_____ Completed Dancer Spring Concert Participation Agreement

4. **Additionally, IF this dancer is performing, at registration time, Spring Concert Participation also Requires:**

_____ Signed Acceptance of BP Parent Collective Effort Agreement _____ Payment of Spring Concert Production Fee (\$260)

_____ Payment of BPPCEP *Deposit* (as a \$100 check)

Parent Signature / BPPCEP Acknowledgement/ Agreement:

X _____

— —

See #5 below ONLY if you wish to Opt Out of BPPCEP and have us process your \$100 deposit now.

5. *Please sign here if you choose to OPT OUT of the Ballet Petit Parent Collaborative Effort Program, and we will process this deposit now. ONLY SIGN BELOW HERE IF YOU WANT TO OPT OUT AND FOR US TO DEPOSIT YOUR \$100 BPPCEP CHECK.*

OPT OUT SIGNATURE _____ **Today's Date** _____

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 3 payments Due with Reg	\$ _____	Tuition #2 of 3 is due 2/15 AND #3 of 3 by 4/15	Remember to drop off payment #2 no later than 2/15 and #3 by 4/15 to avoid the \$15 late fee. Or you may pay all three payments now.
Annual Reg. Fee	\$35 new dancers only	Annual fee	Registration Fee is due each school year
Production Fee	\$260 (incl. 1 DVD)	Participation	Production Fee for May 23, 2020
BP Parent Collective Effort Program Deposit / Fee (BPPCEP)	\$100 as a check, per family, towards Collective Effort 5 Hours Per Family Requirement.	See BPPCEP sheet for details.	Each Family of performing dancers is required to join our Collective Effort Program by assisting 2 hours at studio /pre-production and 3 hours Spr. C weekend. \$100 will be returned when goal is verified, post prod. Families may Opt Out (for \$100) in lieu of participating in our BPPCEP.

Dancer #2's Name (Sibling of #1) _____		Level _____	
Tuition #1 of 3 payments Due with Reg	\$ * _____ (*less 20% discount for this sibling)	Tuition #2 of 3 is due 2/15 AND #3 of 3 by 4/15	Remember to drop off payment #2 no later than 2/15 and #3 by 4/15 to avoid the \$15 late fee. Or you may pay all three payments now.
Annual Reg.Fee	\$35 new dancers only	Annual Fee	Registration Fee is due each school year
Production Fee	\$210	Participation	Production Fee for May 23, 2020

Dancer #3's Name (Sibling of #1 and 2) _____		Level _____	
Tuition #1 of 3 payments Due with Reg	\$ * _____ (*less 20% discount for this sibling)	Tuition #2 of 3 is due 2/15 AND #3 of 3 by 4/15	Remember to drop off payment #2 no later than 2/15 and #3 by 4/15 to avoid the \$15 late fee. Or you may pay all three payments now.
Annual Reg. Fee	waived for 3rd sibling	Annual Fee	Registration Fee is due each year for Dancers#1 and 2.
Production Fee	\$210	Participation	Production Fee for May 23, 2020

FEES DUE AT REGISTRATION (Late and Change Fees will apply if paid after registration):
TUITION, REGISTRATION, PRODUCTION, and COLLECTIVE EFFORT DEP. (as a check)
Due and Enclosed Now: \$_____ (#1 payment of 3 tuition payments is required with registration.)

Please remember that Tuition Payment #2 is due by 2/15 \$ _____ and #3 is due by 4/15 _____
All fees (Tuition, Registration, Production) are Non-Refundable and Non-Transferable to other fees due.

FORMS MUST ALWAYS ACCOMPANY FEES. FEES MUST ALWAYS ACCOMPANY FORMS.
COLLECTIVE EFFORT DEPOSIT CHECKS WILL BE SHREDDED UPON HOURS VERIFICATION
PLEASE PICK UP A REMINDER CARD LISTING the THREE TUITION DUE DATES, IF NEEDED.

TUITION RATES, BASIC CALENDAR, and COMMUNICATIONS



Ballet training is more than taking classes and performing on stage. Communicating with our BP parent community is very important. Our parents are an essential part of our program. Miss Peggy utilizes our Ballet Petit Parent email list / group to send out important information such as production rehearsal etiquette matters, collective effort opportunities, rehearsal times, ticket sale info, emergency notifications, etc. This is NOT a parent chat list. Emails go between you and Miss Peggy (Me), ONLY. I promise you, I do not share your email addresses, and only I can send the emails out. Please be sure to read your BP parent emails and notify us if you drop off the list somehow. It happens from time to time, and we don't know until you tell us.

TUITION RATES FOR Winter/Spring (Jan-June / 6 MONTHS) /Spring Concert 2020/ PAYMENTS MAY BE MADE IN FULL (x3) OR IN THREE INSTALLMENTS						
	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 Reg. Tuition #1 of 3	\$175	\$340	\$475	\$575	\$650	\$700
Due by 2/15 Tuition #2 of 3	\$175	\$340	\$475	\$575	\$650	\$700
Due by 4/15 Tuition #3 of 3	\$175	\$340	\$475	\$575	\$650	\$700
<i>Or Pay It All with Reg Now</i>	<i>\$525</i>	<i>\$1020</i>	<i>\$1425</i>	<i>\$1725</i>	<i>\$1950</i>	<i>\$2100</i>
BP Parent Collective Effort Program	\$100 per family. Please read across...	each family is required to collaborate 5 hours:	2 hours Studio/ pre-production verified AND	3 hours theatre/ production weekend verified on log sheets	\$100 is then shredded	OR OPT OUT and we will deposit this fee now.
Private Lessons	60 minutes \$80 (1DANCER)	90 minutes \$120 (1 DANCER)	semi- priv. \$95(\$80+15) (+1 DANCER)	small priv. \$105(\$80+25) (+2)	payment due at each lesson	arranged mutually

	Winter/ Spring Calendar Jan-June 2020			
DATES	Description		DATES	Description
Jan.- June	3 Tuition Installments			
Jan. 6	Start Session		April 9-19	BP Spring Break
Jan. 15	END REG./ NO LATE PROD. REG		MAY 20-23	IN THEATRE / NO CLASSES SUMMER REG HAS OPENED
Jan. 20	DR. MLK DAY / CLOSED		MAY 23	BP'S SPRING CONCERT PERFORMANCES (2)
FEB. 14-17	PRESIDENTS' DAY / CLOSED		MAY 23-25	MEMORIAL DAY WKD / CLOSED
FEB. 15	TUITION #2 OF 3 DUE		JUNE 14	SESSION ENDS
APRIL 15	TUITION #3 OF 3 DUE		July 6	Summer Session begins 7/6 and ends 9/3/2020. This year - Nine weeks for the price of 8!