



Knoxville Ballet School Policies

Parents: Please Read!

Arrivals

The school will be unlocked twenty minutes prior to the first class each day. If you arrive earlier, please be prepared to wait. If you need something to do with other children while you are waiting for dismissal, there is an ice cream shop next to the Fresh Market (and the Fresh Market will give your child a free cookie), public ice skating at the nearby Ice Chalet, and a public library with a great kids' section on Southgate in Sequoyah Hills, just behind Sequoyah Elementary School, where there is also a playground. The Third Creek Greenway can be accessed from the parking lot of the nearby Earth Fare shopping center on Forest Park Boulevard for the exercise-hungry.

Please note: parents of Primary Level A enrollees should be prepared to remain on campus for the duration of the hour-long Primary Level A class.

Parents: Please help your young dancer/s arrive on time for class—late arrivals miss important instruction. Primary Level students should remain outside the classroom until class begins, **under the close supervision of a parent.** Primary Level students and their siblings must not be left unsupervised in the changing area and restroom facilities; property damage often occurs under these circumstances. Please check the toilet after your young child uses it and clean up messes that are left behind.

Children in Level 1A and higher may come into the classroom to **quietly** stretch and warm up before class if they arrive early and the classroom is not in use.

Late arrivals will be asked to warm up before joining the class in progress.

Conduct and Classical Ballet Etiquette

Please ask your child to visit the toilet and have a drink of water before class begins. Children enrolled in Level 1A and higher may bring plain, bottled water into the classroom (no flavored beverages, please).

Students: Running and turning cartwheels or otherwise tumbling in the ballet classroom are dangerous and also bad classroom etiquette. Please save these undeniably fun activities for your backyard. We will be running and jumping plenty during our ballet classes.

Parents and Students: Remember that noise—including cell phone noise—from the lobby, hallways, and dressing room carries over the tops of the studio walls. Be respectful of the instructor, accompanist, and students in class while you're waiting for dismissal, and **keep your reception area and dressing room conversation and behavior from interfering with the class in session.** The Golden Rule is an excellent model.

Enjoy food and drinks in the reception area only, and tidy up after yourself when you're done.

Ballet shoes, pointe shoes, and dance sneakers are permitted in the ballet classroom; street shoes are permitted in the reception area, hallways, restrooms, and changing room.

No smoking is permitted in or anywhere near the school.

Knoxville Ballet School Policies, continued

Tuition

Tuition is payable on the first day of the semester (if you are paying for the entire semester), or on the first business day of each month. **Please make checks payable to Knoxville Ballet School.** Cash payments should be placed in a sealed envelope with your child's name clearly written on the front, in the exact amount that is due; the school cannot make change for cash payments. Knoxville Ballet School also accepts Visa, MasterCard, and Discover. Please be advised: complicated tuition transactions cannot be completed moments before class. Refer to the tuition schedule to determine your child's/children's fee total.

Inclement weather and illness

If driving conditions are hazardous because of ice or snow, KBS will cancel classes. We will not always adhere to Knox County Schools closures, since afternoon weather and driving conditions can differ considerably from early morning conditions. If we must cancel classes, KBS will make every effort to contact the affected families.

If you have a child who is ill, please do not bring your child to class. If you have a child who has had a fever within the 24 hours before class, please do not bring your child to class. Rest is important during illnesses, and missed classes may be recovered during makeup week or in the level below your child's level. Likewise, please do not bring siblings with illnesses into the school. Parents will be asked to remove sick children from the school at the instructor's discretion. Please make sure the school has on file a reliable emergency contact for your child.

If the instructor is ill and a substitute instructor is available, class will go on as scheduled; otherwise, class will be cancelled. KBS will make every effort to contact all affected families in advance.

Knoxville Ballet School Initiatives

These initiatives hang on the classroom wall above the mirrors, and we take them seriously; please read them with your child or children.

1. **I will respect my parents, my instructor, my classmates, and myself.**
2. **I will take care of my mind and body, for without them I cannot dance.**
3. **I will maintain this school—its classroom and campus—for this is where I practice the art of classical ballet.**
4. **I will come to ballet school prepared to learn.**
5. **I will be kind to my classmates. I will celebrate their successes, and support them when they struggle.**
6. **When I receive praise from a classmate or instructor, I will say, "Thank you." When my instructor corrects me, I will accept that learning to dance is a *process*, and my mistakes will help me grow.**
7. **I will be the best dancer I can be, but most importantly, I will be the best *person* I can be.**