



Young Dancers Program

2018 - 2019 Cambridge Information Packet

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PLEASE NOTE: Bolded documents must be signed and returned prior to the first day of classes.

I. CAMBRIDGE STUDIO POLICIES:

STUDIO LOCATION:

Jose Mateo Ballet Theatre Cambridge
400 Harvard Street
Cambridge, MA 02138

Please enter through the side door (“studio entrance”) between Harvard and Mass Ave, past the dancer statue. The office will be directly on your right upon entering.

OFFICE:

By phone: 617 354 7467

By email: Stephanie LeBolt, Studio Programs Manager - slebolt@ballettheatre.org

Greg Fisher, Administrative Assistant - gfisher@ballettheatre.org

Scott Fraser, Managing Director - sfraser@ballettheatre.org

PARKING:

Parking is available in the lot to the side of the Church on weekdays starting at 3:45pm and Saturdays all day. Passes can be purchased in the office for \$5 per use. PLEASE NOTE: cars without a clearly displayed and correctly labeled pass may be towed.

DRESSING ROOMS:

Dressing rooms are located in the basement. Please do not leave any personal items in the dressing rooms. Absolutely no food or non-water beverages are allowed in the dressing rooms.

LOST AND FOUND:

Lost and Found is located inside the first dressing room in the basement. Items left longer than a month will be donated to charity.

CLASSROOMS:

On your first day of classes, please check in at the office for your classroom assignment. After the first day, students should proceed directly to class where the teacher will take attendance.

Students should bring all bags and personal items into the classroom.

LEOTARD SWAP:

We gladly accept gently used ballet shoes, leotards, tights, skirts, and other ballet clothing. The swap works on a take one, bring one system and there is no charge. This is also available for borrowing if a student forgets their uniform. Please visit the office.

ABSENCES:

If your student is going to be absent, please notify the office via email or phone in advance to the start of class. A pattern of absences may affect a student's eligibility for performance opportunities and/or financial aid.

MAKE-UP CLASSES:

Please note that there are no reimbursements for missed classes. If for any reason a student is unable to attend class, a parent or guardian must notify the school before the start of each class. Make-up classes are allowed (when available) for excused absences only. Students 14+ may also attend Adult Open Class as a make-up class.

PARENT OBSERVATION:

Parents are invited into the classroom during the three parent observation weeks, please see the CALENDAR for dates. Parents are kindly reminded that they are not allowed inside the classroom outside of these dates.

TRIAL CLASS:

Trial classes are available for students ages 3 to 7 to participate in a class before choosing to register. Please note that registration is for the whole year. A trial class is a good option for students who want to try out a class or teacher before making a commitment. There is a \$25 fee for this class which is applied to the cost of tuition if registered. Please contact the office to schedule.

PLACEMENT CLASS:

Students ages 8 and older must complete a placement class prior to registration. There is a \$25 fee for this class which is applied to the cost of tuition if registered. Please contact the office to schedule.

CLASS SIZES:

In order to provide the hallmark individualized instruction of Jose Mateo Ballet Theatre, all classes are subject to a strict class limit. Registration is first come, first served. Waitlists are available once a class has reached capacity.

II. YOUNG DANCERS PROGRAM DRESS CODE

GIRLS' DRESS CODE

<p>Creative Dance & Pre-Ballet Plain Pink tank leotard Pink theatrical seamless tights Pink ballet slippers with pink elastics</p>	<p>Levels I & II * Burgundy tank leotard Burgundy ballet skirt Pink ballet tights (seamed or seamless) Pink ballet slippers with pink elastics</p>
<p>Levels III & IV * Forest/hunter green tank leotard Forest/hunter green ballet skirt Pink ballet tights (seamed or seamless) Pink ballet slippers with pink elastics Pink <i>pointe</i> shoes with pink elastics & ribbons</p>	<p>Levels V, VI & VII * Navy tank leotard Navy ballet skirt Pink ballet tights (seamed or seamless) Pink ballet slippers with pink elastics Pink <i>pointe</i> shoes with pink elastics & ribbons</p>

BOYS' DRESS CODE

<p>Creative Dance, Pre Ballet & Levels I & II White, short-sleeved T Shirt Black stretch shorts White socks Black ballet slippers</p>	<p>Levels III, IV, V, VI, VII White, short-sleeved leotard Full-length black tights Black ballet slippers</p>
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- All students with long hair should have their hair up and out of their face in a secure bun. Students with shorter hair should either pin their hair off the face or use a secure headband.
- Students may not wear excessive jewelry or unnecessary warm-up clothing.
- Non gender conforming students may choose from approved items on the dress code in the appropriate level.
- **Please note that all ballet students are expected to adhere to the dress code for every class and students not properly attired will not be allowed to participate in classes.**

III. Young Dancers Program Financial Information

TUITION SCHEDULE:

Creative Dance I	Age 3		\$693	1 Class	0.75 hours/week
Creative Dance II	Age 4		\$693	1 Class	0.75 hours/week
Pre Ballet I	Age 5		\$693	1 Class	0.75 hours/week
Pre Ballet II	Age 6		\$900	1 Class	1 hour/week
Ballet I	Age 7+	Full Program	\$1539	2 Classes	2.5 hours/week
		1 Class	\$999	1 Class	1.25 hours/week
Ballet II.I	Age 8+	Full Program	\$1539	2 Classes	2.5 hours/week
		1 Class	\$999	1 Class	1.25 hours/week
Ballet II.II	Age 9+	Full Program	\$2727	3 Classes	4.5 hours/week
		2 Classes	\$1800	2 Classes	3 hours/week
Ballet III	Age 10+	Full Program	\$2880	3 Classes	6 hours/week
		2 Classes	\$1800	2 Classes	4 hours/week
Ballet IV	Age 12+	Full Program	\$3510	4 Classes	8 hours/week
		3 Classes	\$2880	3 Classes	6 hours/week
Ballet V	Age 14+	Full Program	\$3915	5 Classes	9.5 hours/week
Ballet VI/VII	Age 16+	Full Program	\$4,707	6 Classes	11.5 hours/week
Youthworks	By Audition	Program	\$990		2.5 hours/week
		Admin Fee	\$685		

Enrollment in the Young Dancers Program is for the entire year. There are no refunds unless medical documentation is provided. A trial class is a great option if you are not ready to commit to the class for the whole school year.

Tuition is due at the time of registration. Customers in good standing may make payments on an installment plan which will be automatically deducted from a credit card on file in four equal amounts: **at the time of registration, October 1, December 1, and February 1.** Only students with tuition paid in full may participate in the end of year performances. A \$25 registration fee will be applied to the card on file once enrollment is complete. Families may waive this fee by submitting a Yelp or Google Review.

If you would like to pay by cash or check please contact the office for manual registration information. Payments are due on the same installment schedule, above.

FINANCIAL AID:

Jose Mateo Ballet Theatre believes that any student who would like to dance should be able to, and has a robust financial aid to support those who need financial assistance with tuition. **To apply, please visit our website for the Financial Aid Application Guide. Please submit the online application with the following attachments:**

- A copy of the legal guardian's most recent IRS tax filing (showing applicant listed as a dependant on line 6c of the IRS form 1040)
- Short answers from the parent or guardian that address:
 - A statement of financial need (and any extenuating circumstances)
 - A statement of your child's interest and commitment to the study of dance
 - A statement of the family's willingness to support this interest

IV. Young Dancers Program Performance Opportunities

NUTCRACKER:

Students ages 6 and older may audition for the Jose Mateo Ballet Theatre's *The Nutcracker* which performs each holiday season at the Majestic and Strand Theatre. Auditions and rehearsals take place outside of the Young Dancers Program.

2018 Cambridge Auditions: September 8

REPERTORY CONCERT:

Students in the Middle and Upper Levels are invited to audition for the Spring Repertory Concert. Students learn and rehearse ballets choreographed for them by José Mateo. Auditions take place in-class. Rehearsals happen outside of class on Saturday afternoons starting in February and culminate in two public performances in May. There is a \$150 participation fee for this program.

YEAR END DEMONSTRATION:

Levels I through VII participate in a formal, choreographed demonstration of classwork on the first Saturday in June. These demonstrations take place in the beautiful Sanctuary Theatre and are accompanied with live piano music.

YOUTHWORKS:

José Mateo Ballet Theatre's YouthWorks is a unique performing group of talented students, selected by audition, that presents public performances. Comprised of students ages 14 to 18, this ensemble travels to communities and venues, which traditionally are without access to ballet performances. This performing group presents original works created by critically acclaimed choreographer José Mateo. All of Mateo's works are performed en pointe, requiring a high degree of technical proficiency on the part of the performers.

V. Young Dancers Program Registration Agreement

I hereby enroll _____ (Student Name) in Jose Mateo Ballet Theatre's Young Dancers Program. I understand that payment is due in full at the time of enrollment or by an installment plan of four amounts due on registration, October 1, December 1, and February 1

I understand that after registration has been received by JMBT, should the student, for whatever reason, be unable to attend, withdraw from the program, be dismissed for a cause, or be absent from the program, payments will not be refunded.

I am aware that ballet training and the exercises associated with it can place stresses on the body and can risk physical injury. On behalf of the above named student and myself, I assume this risk and agree that Jose Mateo Ballet Theatre will not be liable in any way for injuries sustained during attendance at the school or related functions.

I grant Jose Mateo Ballet Theatre the right to make and use photographic and audiovisual documentation of my child in a classroom setting to be used for philanthropic, promotional, and other mission related purposes. In no cases will the child's identity be disclosed without written parental consent.

I understand that that the primary method of communication from Jose Mateo Ballet Theatre is email through *Constant Contact* in order to send announcements and other pertinent studio information including cancellations due to inclement weather.

Primary Email: _____

Secondary Email: _____

Parent/Guardian Signature: _____ Date: _____

Young Dancers Program 2018-2019 CAMBRIDGE CALENDAR

For 2018-19 there are split term times due to the Public Holiday Schedule:
Creative Dance (CD) and Pre Ballet (PB) Classes - Saturday, Sept. 15, 2018 - Wednesday, May 22 2019.
Ballet Level 1 and above - Monday, September 10, 2018 – Saturday, June 1, 2019.

Monday, September 10, 2018	1st Day of Classes for Ballet Level 1 and above
Saturday, September 15, 2018	1st Day of Class for Creative Dance & Pre Ballet
<i>Saturday, September 22, 2018</i>	<i>Nutcracker Parent Meeting</i>
Saturday, October 6 - Monday, October 8, 2018	No Classes (Columbus Day Weekend)
<i>Saturday, October 13 - Wednesday, October 17, 2018</i>	<i>Bring a Buddy Week (CD, PB, Level I only)</i>
<i>Saturday, October 13, 2018</i>	<i>YouthWorks Auditions In Class (Level V/VI)</i>
<i>Monday, October 29 - Saturday, November 3, 2018</i>	<i>1st Parent Observation Week (All Levels)</i>
Saturday, November 10 - Monday, November 12, 2018	No Classes (Veterans' Day Weekend)
Monday, November 19, 2018 - Saturday, November 24, 2018	Vacation Week, No Classes (Thanksgiving Vacation)
Tuesday, December 11, 2018 - Wednesday, January 2, 2019	Vacation, No Classes (Winter Vacation)
Thursday, January 3, 2019	All Classes Resume
<i>Saturday, January 5, 2019</i>	<i>Cambridge Open House (YouthWorks Performing)</i>
<i>Monday, January 7 - Saturday, January 12, 2019</i>	<i>Bring A Buddy Week (CD + PB + Level I only)</i>
Monday, January 21, 2019	No Classes (Martin Luther King Day)
<i>Saturday, January 26, 2019</i>	<i>Repertory Auditions - In Class</i>
<i>Saturday, February 2, 2019</i>	<i>Repertory Rehearsals Begin</i>
Monday, February 18- Saturday, February 23, 2019	Vacation Week, No Classes (February Vacation)
<i>Monday, March 11 - Saturday, March 16, 2019</i>	<i>2nd Parent Observation Week (All Levels)</i>
Monday, April 15 - Saturday, April 20, 2019	Vacation Week, No Classes (April Vacation)
<i>Saturday, May 18 2018 & Sunday May 19, 2019</i>	<i>Repertory Concerts</i>
<i>Saturday, May 18 – Wednesday, May 22, 2019</i>	<i>3rd Parent Observation Week (CD + PB only)</i>
Wednesday, May 22, 2019	Last Day of Regular Classes - CD + PB only
Saturday, May 25 - Monday, May 27, 2019	No Classes (Memorial Day Weekend)
Thursday, May 30, 2019	Last day of Regular Classes for L1+
Friday, May 31, 2019	Dress Rehearsal YDP Demo (Levels 1 – 7, attendance mandatory)
Saturday, June 1, 2019	Year End Demonstration Levels 1 - 7

*JMBT follows the Boston Public Schools with regard to class cancellations due to inclement weather.
 Schedule may be subject to change. Updated: 5/11/18*

**Jose Mateo Ballet Theatre
Medical Emergency Information Sheet**

Student

Name: _____

Name(s) of Parent/Guardian:

Parent (1): _____

Parent (2): _____

Primary Home Address: _____

Primary Home Phone: _____

Work Phone:

Parent (1): _____ Parent (2): _____

Cell Phone:

Parent (1): _____ Parent (2): _____

Emergency Contact:

Name: _____

Address: _____

Phone: _____

A. Medical Information

1. Past medical and/or surgical treatment: _____

2. Current medical conditions: _____

3. Allergies (medication, food, insects, etc.): _____

4. Current medications: _____

5. Date of last tetanus booster: _____

B. Child's Doctor

Name: _____ Phone: _____

Health Plan: _____ Membership #: _____

THE FOLLOWING WAIVER MUST BE SIGNED BY PARENT/GUARDIAN:

IN CASE OF EMERGENCY: I understand every effort will be made to contact me and those listed on this form. In the event that I cannot be reached, I hereby give permission to the physician in charge to hospitalize, secure treatment for, or order injections, anesthesia, and/or surgery for my child. My child is allergic to the following medications: _____

Parent/Guardian Signature: _____ Date: _____

**Young Dancers Program
2018-2019 Cambridge Survey**

**Please complete this short demographic survey and
return it with your Registration Materials.**

Diversity and inclusion are at the core of José Mateo Ballet Theatre’s mission and commitment to the community. Gathering this information listed below allows us to improve the customer service that we give to all families. In addition, this information will further our diversity and inclusion efforts.

This information will be kept anonymous and only be used to meet the needs of the families we serve.

1. My child is (select all that apply):

- White Black
 Asian Hispanic
 Pacific Islander Native
 Other: _____

2. Your household income is:

- Less than \$30,000 \$30,000-\$60,000
 \$60,000-\$90,000 \$90,000-\$120,000
 \$120,000-150,000 More than \$150,000

3. Your zip code is: _____

4. Your neighborhood (i.e. Winter Hill, Inman Square, Beacon Hill, Hyde Square etc.) is:

5. The primary language spoken in your home is: _____

6. What obstacles exist that prevent you from attending a Jose Mateo Ballet Theatre performance?

- Ticket Cost Not Interested
 Child Care Location of Theatre
 Not enough time None, I attend JMBT performances