



San José DANCE THEATRE

Artistic Director, Mariana Zschoerper

**San Jose Dance Theatre
Student Handbook
2022-2023 Season**

1756 Junction Ave, Suite E

San Jose, CA 95112

408-286-9905

godance@sjdt.org

San Jose Dance Theatre

Children's Division

Ages 4-11

Pre- Ballet Through Children's 3

Pre-Professional Training Division

Ages 12-18

Pre- Intermediate Through Advanced

Open Division

Ages 12-18

Beginner Through Intermediate

Adult Division

Ages 16 and up

Absolute Beginners Through Advanced

Conditioning for all levels and divisions!

Artistic Director and Ballet Mistress - Mariana Zschoerper

Artistic Associate - Augusto Silva

SJDT Faculty

Sian Ferguson, Tracy Fuller, Kim Gardner, Erin McMahon, Kathryn Petak,
Hollie Rudolph, Augusto Silva, Charles Solomon, Grace Lu, Brooke Wertwijn

Artists in Residence:

Sharon Wehner

Board President - Michael Howerton

Treasurer - Brandon Lewke

VP/Secretary - Marji Karlgaard

Board Members - Steve Kaplowitz, Kay Pettitt, Michelle Yasuda

Artistic Director - Mariana Zschoerper

Program Coordinator - Mario Barron

Accountant - Alison Otewalt

Front Desk Receptionist - Jacob Nissen

Front Desk Assistant - Elise Holmes

San Jose Dance Theatre Programs

Children's Division

Pre Ballet - This class will help young dancers coordination, balance and flexibility. The students will enjoy simple and fun exercises in creative dance and music exploration.

Children's I -An introduction to Ballet movement! Students will develop body awareness and coordination, explore movement quality and musicality, and discover creative self-expression. Teachers will work with students to develop cooperation and respect for self and others. Students will learn the basics of ballet class etiquette. Classes are taught with a focus on the joy of movement. Age-appropriate basic ballet terminology is introduced. Tumbling helps young dancers overcome fear of movement as well as builds flexibility and confidence

Children's II - Introduces an expanded age-appropriate repertoire of ballet fundamentals. Students will begin to learn correct execution of turnout and placement in basic positions; continue to develop their coordination; and focus on age-appropriate spatial and body awareness. Students will work cooperatively with the teacher and their classmates, continue to learn ballet class etiquette, and begin working on strength and flexibility with simple conditioning exercises. Children's II is a two-year program to prepare students for the introduction of barre work in Children's III. Tumbling classes continue.

Children's III - Students will begin to learn the traditional barre exercises in a technically sound and age-appropriate manner. Barre exercises transfer to the center floor work where students begin to connect what they learn at the barre with the movements they will be executing in the center. Teachers guide students to develop a greater awareness of technique, musicality, and dancing with others to create a performance. Ballet class etiquette is reinforced. Conditioning exercises are included in classwork to increase strength and flexibility. Children's III is a two-year program designed to prepare students for Pre-Intermediate and girls for beginner pointe work. Tumbling classes are offered once a week.

Pre Professional Ballet Program

Pre-Intermediate Ballet I and II - Students have now learned the foundation of barre and center exercises and will begin slowly increasing the complexity with a focus on proper technical execution. Sound technical fundamentals continue to be a priority. In Pre-Intermediate I, Girls will begin introductory pointe work at the discretion of the faculty. Basic pointe work includes learning how to prepare the shoes for dancing and developing strength in the feet, ankles, legs, core and upper body with exercises on two feet facing the barre. Pre- Intermediate II when students are ready, they will begin simple center work with relevés (rises on to full pointe) on two feet. Pointe classes are introduced at 30 minutes and increase in length and frequency in subsequent years as students gain strength for more complex movements. Pre- Intermediate Ballet is a two-year program to prepare for Intermediate Ballet. Conditioning classes are included in the curriculum for all Pre-Professional Ballet students. This class includes exercises that improve strength, alignment, flexibility, balance, and movement flow. Pre professional Ballet program students are required to perform in the Spring performances and the Nutcracker each year. All Pre-Professional Ballet Program students are required to attend the two-week summer intensive. Contemporary dance, Jazz and Modern dance classes are included in the curriculum.

Intermediate - Ballet I and II- Students should have a good understanding of the proper execution of turn out, placement and port de bras (carriage of the arms). Teachers will continue to increase the complexity of exercises and introduce new material while focusing on correct technique and coordination. Girls will increase the length and frequency of their pointe classes with a focus on building strength and learning fundamental and age-appropriate pointe steps from the classical repertoire. Preparations for turns on pointe are introduced. Intermediate Ballet is a two-year program designed to prepare students for Advanced Ballet. Conditioning classes are included in the curriculum for all Pre-Professional Ballet students. This class includes exercises that improve strength, alignment, flexibility, balance, and movement flow. Pre professional Ballet program students are required to perform in the Spring performances and the Nutcracker each year. All Pre-Professional Ballet Program students are required to attend the two-week summer intensive. Contemporary dance, Jazz and Modern dance classes are included in the curriculum.

Advanced Ballet I - Students should have sound technical fundamentals and be ready for increasingly complex work. Weekly female and male variations classes are added. Teachers guide students to develop their artistry. Girls will have developed the strength needed to execute increasingly challenging pointe work. Boys will focus on developing strength to execute tours, pirouettes and jumps in the male classical repertoire. Conditioning classes are included in the curriculum for all Pre-Professional Ballet students. This class includes exercises that improve strength, alignment, flexibility, balance, and movement flow. Advanced students are required to perform in the Spring performances and the Nutcracker each year. All Advanced students are required to attend the two-week summer intensive. Contemporary dance, Jazz and Modern dance classes are included in the curriculum.

Advanced Ballet II - This is the highest level for advanced dancers. Girls and Boys have weekly variations class. Teachers prepare students for the most challenging work in the classical repertoire, with a focus on correct technique and artistry. Students will have increased performance opportunities, including the opportunity to perform and represent SJDT at community events, and be cast in SJDT company productions at the discretion of the Artistic Director. SJDT aims to prepare our students to face challenges, solve problems, and work with a team to achieve their goals. SJDT students go on to be successful young adults with a lifelong passion for dance. Conditioning classes are included in the curriculum for all Pre-Professional Ballet students. This class includes exercises that improve strength, alignment, flexibility, balance, and movement flow. Advanced students are required to perform in the Spring performances and the Nutcracker each year. All Advanced students are required to attend the two-week summer intensive. Contemporary dance, Jazz and Modern dance classes are included in the curriculum.

Open Division (ages 11 and up)

Beginning Ballet—This class is an introduction to Ballet fundamentals for teenagers. In this class the student will learn correct execution of turn out and placement for ballet movement and positions, carriage of the arms and use of the head as well as simple center work. It is recommended that students also take a conditioning class taught by faculty. These classes are offered through our adult division. Students may also join the conditioning classes offered in the Pre-Professional program with Artistic Director's approval.

Intermediate Ballet- Students should have a good understanding of the proper execution of turn out, placement and port de bras (carriage of the arms). Teachers will continue to increase the complexity of exercises and introduce new material while focusing on correct technique and coordination. It is recommended that students also take a conditioning class taught by faculty, which are offered through our adult division. Students may also join the conditioning classes offered in the Pre-Professional program with the Artistic Director's approval. Students in the Open Teen Division may audition for The Nutcracker as well as the Spring performances.

Adult Division

Absolute Adult Beginners- An Introduction to Ballet movement and the fundamentals of Ballet technique. The students will learn basic barre exercises, body awareness and strengthening exercises specific to Ballet work.

Beginning Adult Ballet- This class is designed for adult students who have some dance training or body awareness training. In this class the student will learn correct execution of turn out and placement for ballet movement and positions, carriage of the arms and use of the head. Simple basic center work begins.

Intermediate Adult Ballet- Designed for dancers with some previous ballet training who are looking to step up beyond the beginner ballet class. It is a great next step for adults who are looking to challenge themselves further and push beyond the beginner ballet training. Teachers will continue to increase the complexity of exercises and introduce new material while focusing on correct technique and coordination.

Advanced Adult Ballet- This class is a great option for those looking to maintain and improve their ballet technique while training at home! This class is designed for dancers with a considerable amount of previous ballet training and a knowledge of ballet vocabulary. This class will focus on technical strength, coordination and movement quality. Students should have strong technique at the barre and center.

Adult Body Conditioning- For both beginners and more advanced dancers, body conditioning class consists of easy to follow exercises, using concepts from body awareness systems including; Pilates, Yoga and Gyrokinesis. Body conditioning class will help improve your balance, flexibility, and overall health.

****Due to seasonal changes, please see our updated class schedule by visiting our website sjdt.org ***

TUITION | Children's Division and Pre-Professional Ballet Program

LEVEL	Fall Semester	Spring Semester	Full Year Tuition
Pre-Ballet	\$307	\$343	\$650
Children's Level 1	\$449	\$501	\$950
Children's Level 2	\$708	\$792	\$1500
Children's Level 3	\$1204	\$1346	\$2550
Pre-Intermediate	\$1983	\$2217	\$4200
Intermediate	\$2290	\$2560	\$4850
Advanced	\$2503	\$2797	\$5300

TUITION AND FINANCIAL POLICIES | Upon enrollment, students commit to the full dance season (August-May) and have the option of paying for the semester in a lump sum or breaking it up into installment payments. Families with more than one child enrolled qualify for a Sibling Discount of 10% as long as one sibling is on full paid tuition, the lowest tuition will be discounted. Tuition is not refunded if schedules are reduced after the start of classes.

There are 3 options to make tuition payments. The tuition plans are as follows:

Full Payment: One Payment for the entire year. (Receives a 2% discount). Tuition is due on or before August 22nd, 2022, for Academic Year 2022- 2023

Two Semester Payments: Fall Semester tuition is due on or before August 22nd, 2022. Spring Semester tuition is due on or before January 15, 2023.

Installment Payment Plan: (6 equal payments) for Fall and Spring Semesters. The first installment payment is due on or before August 22nd, 2022. Thereafter, installment payments will be processed on the 15th of the month, beginning September 15th, 2022 .

- a. Fall Semester: 3 Payments due (Aug, Sept, Oct,)
- b. Spring Semester: 3 Payments due (Jan, Feb, Mar)

****A late fee of \$50 will be applied after 30 days if a payment is not received****

FEES (REGISTRATION, PARTICIPATION, etc.) for Children's Division and Pre-Professional Ballet Program **Fees are subject to change******

All students are required to pay an annual registration fee at the beginning of each academic year, or upon enrollment for new students. Participation fees for productions are not included in tuition.

- Placement Class Fee - \$25.00
- Registration Fee (ALL LEVELS) - \$50.00
- Performance Participation Fees - \$400 (\$200/production)
- **A late fee of \$50 will be applied after 30 days if a payment is not received.**
- Returned Check Fee: \$30.00

REFUND AND WITHDRAWAL POLICIES for Children’s Division and Pre-Professional Ballet Program | Tuition, registration fees, deposits, and merchandise are non-refundable. Extenuating circumstances are taken into consideration by the Accountant, Artistic Director, Program Coordinator, and Board of Directors. Enrollment at SJDT is for the full school-year program. If you wish to withdraw your dancer from SJDT, our offices must be notified of the withdrawal in writing. Failure to attend class does not constitute a withdrawal.

Withdrawals are acceptable in the case of a family move or student injury with a letter of medical release. Other cases should be discussed with the Artistic Director or Program Coordinator before a final decision is made. Tuition will continue to accrue and the parent or guardian is responsible for this amount until written notice is received. If a tuition refund is granted under circumstances of family move or injury, tuition will be prorated as of the 1st of the month following the written notice. Tuition will not be held as credit or carried on into the next school year.

SCHOLARSHIPS | San Jose Dance Theatre has funding set aside to provide scholarships for students based on financial need and merit. Students that receive scholarships will be required to represent San Jose Dance Theatre at all functions as requested by the Artistic Director and their family will be expected to volunteer throughout the year as directed by the artistic staff.

BOYS’ TUITION - All newly enrolled boys will receive one semester free of tuition. After that semester is over, 50% of tuition is due. Boys pay full tuition for Summer Intensive, Master Classes, Registration Fee, Performance Fee, Summer Classes, and any other fees or costs outside of regular tuition charges during their free semester and afterward.

FINANCIAL ASSISTANCE | Any student in Children’s 3 and above who needs financial assistance may inquire with San Jose Dance Theatre staff for eligibility. The Artistic Director, Program Coordinator, and Accountant review the case and evaluation is completed, the student is provided with a letter indicating eligibility and a modified payment plan. Financial assistance is granted on a case-by-case basis. For more information, please email jessie@sjdt.org.

TUITION | Open Division and Adult Division

Open and Adult Ballet Classes	\$18 (Drop In) or Class Card at \$170 for 10 classes
Open Division and Adult Conditioning Classes	\$15 (Drop In) or Class Card \$150 for 10 classes

****Open Division and Adult dancers are eligible to audition for our Nutcracker and Spring Performances. Performance fees for Open and Adult Division Dancers - \$250**

How to Sign up for Open and Adult Division Classes

For all of our Open Division classes, we will be using a program called PunchPass. Once you register as a dancer at SJDT on the application, PunchPass allows you to reserve/purchase individual classes, as well as class cards (10 classes/card) ahead of time. By purchasing ahead of time online, all you will need to do is show your class/card to the front desk upon arrival.

GENERAL SAN JOSE DANCE THEATRE POLICIES AND INFORMATION

ATTENDANCE | Students are required to attend all scheduled classes and are expected to inform the school of an intended absence prior to class by calling (408) 286-9905 or by sending an email to godance@sjdt.org. Please include the student's name, class level, reason for absence and duration of absence (if longer than one class). An excused absence will be given if a student is ill. Excused classes are still absences however, and can affect casting, performance eligibility, and level promotion. Regular attendance is essential to improving the skills and strength required for advancement.

****Private lessons can NOT be taken in lieu of attendance to program classes.**

TARDINESS | Tardiness is not permitted because it disrupts the classes and overall learning experience of all of our students. Should your dancer be more than 15 minutes late, they will be asked to observe the class. Warming up before the beginning of class is crucial to injury prevention so have your dancer arrive with enough time to prepare for the start of class. Students should be dropped off no more than 20 minutes prior to class and should be picked up in a timely manner after their class ends. Late pick up fees may apply to those parents exceptionally late.

ARRIVAL AND DEPARTURE | San Jose Dance Theatre is a professional organization, our staff and faculty are focused on running the program. Please be mindful of drop off and pick up times for your dancer. Parents who pick up their child later than 20 minutes after their class end time will be charged a \$30.00 fine, and \$10.00 per 10 minutes after. Please be respectful of SJDT staff time— if there is an emergency, please call the office to advise the desk person that you will be late picking up your child. The safety of our students is our top priority. Students must enter in the front of the building and check in at the front desk. If your child is under age 8, please walk them into the lobby. Dancers must wear street clothes or cover ups when entering and exiting the studio. Dancers should not wear their ballet or other dance shoes in the street as it can damage the shoes. Students are not permitted to leave the building without a parent or guardian and must wait inside the building for their ride to pick them up. NO parents allowed beyond the lobby.

MAKE-UP POLICY | Make-Up classes will no longer be allowed at San Jose Dance Theatre in an effort to minimize disruption to our curriculum and program classes.

BALLET CLASS ETIQUETTE AND CODE OF CONDUCT | All parents must review the Behavior Code with their student and ensure the student understands all rules regarding student behavior. The Code of Conduct must be followed at all times:

- Be present in class. No talking or slouching. Ballet class is time to concentrate on your teacher and on your own body.
- Take corrections with a positive mindset. Corrections should be seen as a compliment, not a criticism. Retain your corrections. If you do not understand a correction, do not hesitate to ask your teacher to explain it again.
- Do not ask to go to the bathroom in the middle of class. You should go before class and ask only if it's an emergency.
- Be aware of your space when in the classroom. Make sure not to overcrowd other students. You should have enough room to stretch out your arms and not touch anyone or the walls.
- Come to class prepared with your correct dancewear/uniform and hair.
- Leave the studio clean and keep your own items tidy.
- All dancers must be respectful of the teacher and fellow dancers. Please be quiet in class.

- Silence cell phones, if you have one. **No cell phones in the studio at any time.** Once class begins, stay in the classroom until break time or the end of class. Make sure to always thank your teachers for corrections and for class and rehearsals.
- Siblings of students must be accompanied by an adult at all times. The ballet school staff will not be held responsible for any accidents/injuries and is not responsible for watching siblings.

DRESS CODE | Students in the Children’s Program, Pre-Professional Program, and in the Teen Open Division must attend class in the appropriate attire. No warm-ups, shorts, tank tops, or leg-warmers are allowed in ballet classes. Elastics and ribbons on ballet slippers and pointe shoes must be properly sewn. Please purchase all shoes at a dance store to be fitted properly. Girl’s hair must be in a tight, sturdy bun. Boys’ hair must either be cut short above the chin and bangs brushed off the face, or if long, must be secured back from the face in a tight ponytail.

Uniform for Children’s Program, Pre-Professional Program, and Teen Open Division

Black leotard, Pink or flesh tights, convertible foot.

Shoes: Pink or flesh soft shoes. Pointe shoes (if appropriate)

*In winter months, form fitting warm-ups may be worn but must be removed after pliés.

OR

White T-shirt, Dance belt (as needed), Black tights, Black ballet shoes (with socks)

Additional Dress Code Policies:

- Dress code for Pilates, Progressing Ballet Technique, Modern: students should wear their uniform and should be barefoot.
- Dress code for Jazz class: students should wear their uniform and wear jazz shoes.

Open Adult Class - There is no formal dress code for the Adult Open Division Classes. Please be sure to wear form fitting athletic wear to allow the instructor to see your alignment and minimize distraction from clothing. *NO jeans are to be worn at any time.

PLACEMENT CLASS | We welcome all new students to San Jose Dance Theatre. All new students must schedule a placement class in advance with staff and the Artistic Director. Placement classes can only be scheduled during the last week of each month. The student will be placed in a level that supports their current ability and challenges them to excel. The Placement Class Fee is \$25.00 per student.

PERFORMANCES | Dance is a performing art, participation is integral to education. Students in Children’s Level 1 through Advanced Level are required to perform in The Nutcracker production. Students in the Pre-Professional Program are required to perform in the Spring Performance. Select levels will be invited to perform in other performance opportunities throughout the year at the discretion of the Artistic Director.

PHOTO / VIDEO POLICY | No photography or filming of classes or posting online images of classes or rehearsals allowed unless the Artistic Director allows it. Please understand that this is to ensure the best learning environment for your child and enforced out of respect for the teachers and safety of all children.

NON-DISCRIMINATION POLICY | SJDT will not tolerate, under any circumstances, without exception, any form of discrimination based on race, creed, religion, color, age, disability, pregnancy, marital status, parental status, veteran status,

military status, domestic violence victim status, national origin, political affiliation, sex, predisposing genetic characteristics, sexual orientation, gender identity or gender expression, and any other status protected by the law. This list is not exhaustive. All employees, managers, stakeholders, agents and clients at SJDT will comply with these anti-discrimination policies.

HOLIDAY OBSERVATIONS | Please see the Year Schedule posted in July on the San Jose Dance Theatre studio bulletin board and on www.sjdt.org.

RESOLVING ISSUES | San Jose Dance Theatre recommends that parents, students and teachers have open communication. If an issue arises, parents are encouraged to email justask@sjdt.org.

Office Hours | If you would like to meet with Artistic Director, Mariana Zschoerper, or meet with Artistic Associate, Augusto Silva, please email godance@sjdt.org to arrange an appointment during their office hours.

Important Dates for 2022-2023 Season

Fall '22 Session

August 22, 2022 - First Day of Class

September 5, 2022- **CLOSED - Labor Day Holiday (NO CLASSES)**

September 10, 2022 - Nutcracker Audition at SJDT

September 16, 2022 - Parent Meeting for Nutcracker Production

September 17-18, 2022 - Nutcracker Rehearsals and Staging

October 7-8, 2022 - SJDT Company Show

November 23- 27, 2022 - **CLOSED - Thanksgiving Holiday Weekend (NO CLASSES Wed/Thurs/Fri)**

December 2, 2022 - Studio Dress Rehearsal for Nutcracker

December 5-8, 2022 - Nutcracker Theater Week

December 9, 2022 - Opening Night of SJDT's *Nutcracker*

December 10-11, 2022 - *Nutcracker* Weekend 1

December 12, 2022 - **CLOSED MONDAY (NO CLASSES at SJDT)**

December 15, 2022 - End of Fall Session

December 16, 2022 - *Once Upon a Nutcracker* Performance

December 16,17,18, 2022 - *Nutcracker* Weekend 2

December 19, 2022 -January 8, 2023 - **CLOSED for Winter Break (NO CLASSES at SJDT)**

Spring '23 Session

January 9, 2023 - Start of Spring Session

January 28, 2023 - Student Showing (1st edition)

February 25, 2023 - Student Showing (2nd edition)

February 23-24, 2023- SJDT Company Show

March 6-10, 2023 - SJDT Exams (For Children's 3 and up)

March 11, 2023 - Cinderella Production Auditions

March 13-17, 2023 - Class Observation Week for Parents

March 18, 2023 - Start of Cinderella Rehearsals

April 2-9, 2023- **CLOSED - Spring Break - (NO CLASSES at SJDT)**

May 13, 2023 - Cinderella Studio Dress Rehearsal

May 17-18, 2023 - Cinderella Theater Week

May 19-21, 2023- *Cinderella* Performances

May 27, 2023 - **Last Day of Instruction for the Spring Session**

Important Summer 2023 Dates

June 12-30, 2023 - Summer Session

July 17-21, 2023- Adult Summer Session

July 24-August 4, 2023 - Summer Intensive (Mandatory for all students enrolling in SJDT Pre-Professional Program)

August 21, 2023 - First Day of Fall Session 2023

ACKNOWLEDGMENT FOR STUDENT HANDBOOK

**Please print out and sign this last page and return it to the SJDT front desk. If you do not have a printer available, we can arrange to have you sign the form at SJDT.

Dancer Name Printed: _____
(First and Last Name)

Parent/Guardian Name Printed: _____
(First and Last Name)

I have read this handbook carefully and fully understand its meanings and implications of the policies outlined in this handbook. By signing below I agree to the terms and conditions regarding enrollment, tuition, attendance, withdrawal, and all studio policies around performances, classes, dress code, and classroom etiquette and code of conduct..

Dancer Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____