

HUNTSVILLE
BALLET
SCHOOL



Student Handbook

2025 – 2026 School Year

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Contact Information

Huntsville Ballet School

Email contact: schooladministrator@huntsvilleballet.org

Phone Number: (256) 539-0961

Address: 800 Regal Drive, Huntsville, Alabama 35801

(Huntsville Ballet School and Huntsville Ballet Company operate under the umbrella of Community Ballet Association, Inc)

HuntsvilleBallet.org

Classroom Etiquette:

- Students will always respect the space (including but not limited to: no running and maintaining a quiet space in the common areas and studios)
- If a student is late, they should wait politely by the studio door until they are acknowledged by the teacher and invited in (same if they exit and re-enter the studio for any reason).
- If the student is more than 10 minutes late to a class, they will be asked to sit out and take notes.
- All students are expected to have a dance journal in their bag for notes, choreography, and other needs.
- Students must not lean on the barres between combinations.
- Students should avoid standing with their hands on their hips, arms crossed in front of their bodies and making sure that they respectfully acknowledge and perform corrections and guidance when given.
- When working in groups, the students should have respect for their fellow classmates and teacher and not chatter on the sides of the room which causes a distraction.
- Students are expected to be personally responsible for their class material and prepare mentally prior to the beginning of class. This skill is an essential part of the education and training to be a professional dancer.
- *Any student not observing the above will be asked to sit out and a parent will be notified.*

Building Etiquette

- No chewing gum, food, or drink will be permitted in the studios, apart from capped bottled water.
- Throw trash away promptly. This includes toe tape, bandaids, etc.
- Students are asked to keep their bags and personal effects organized and neatly stored in the shelves provided or bring them into the studio when permitted. Items spread about cause hazardous conditions in the common area.
- Cell phones are prohibited in the studios. Students may use their cell phones in the common areas, but loud noises and disruptive behavior is prohibited.
- Students should refrain from bringing valuables to the studio. Huntsville Ballet is not responsible for stolen goods.
- **Only dancers, staff, and faculty are permitted into the studios.** When students enter the studio, we ask that they quietly warm up and mentally prepare for class. This policy helps foster an atmosphere of self-discipline and is conducive to learning.

Parking, Drop Off, and Pick Up

- Please observe the flow by entering from L&N and exiting onto Regal Drive.
- Do use designated parking spaces to wait for your student. We ask that you NOT park along the curb facing the main entrance. A backup of cars along the curb cannot be seen by others pulling into the parking lot and creates a hazard. As an alternative, we suggest you back into a parking space on the L&N side where you can see the front door.
- If you need assistance with drop off or pick up, or will be late, please contact the School office.

Admission Requirements

- All students enrolling in Huntsville Ballet School do so for the entire school year (August – May)
- All students must complete registration forms online accurately and provide emergency contact information prior to the start of their first class.
- All students are required to agree and electronically sign the School Policies found in the Jackrabbit Parent Portal.
- All students must provide a working email address.

Readiness

Readiness at any level is important to a student's progress, whether it be your introduction to the art of classical ballet or promotion to working en pointe. Readiness can include physical development, listening skills, self control, and maturity, among others. All students should be ready to independently participate and engage in structured group learning. It is our goal to nurture our youngest students into the classroom learning environment and challenge our experienced students by building a responsive, safe and age-appropriate community.

Enrollment

- Enrollment is for an entire year. All Annual and Semester payments are due prior to the start of classes. Installment payment options are available for full-year enrollment.
- Students with outstanding balances are not permitted to take classes until their accounts are current. Please call the office for payment consideration.
- There is no proration for scheduling conflicts.
- Classes are not transferable.
- Huntsville Ballet School reserves the right to cancel a class due to lack of enrollment.

Class Schedule Changes (Drop and Add)

- After enrolling for the school year, there will be a 3 week grace period at the beginning of each semester where no fee will be incurred, and the student(s) may change classes.
- Any class/schedule changes occurring outside of that 3 week period will be subject to a \$15 class change fee and will be charged to your account.

Withdraw Procedures

- Any student who wishes to withdraw from HBS, for any reason, is required to provide 30 days advanced written notice via letter or email to our school administrator (schooladministrator@huntsvilleballet.org) with a withdraw request.
- If notice isn't given, then HBS reserves the right to continue to bill until formal notice has been given.

Registration

- Registration will take place online at www.huntsvilleballet.org/class-registration.
- All returning Student Division dancers receive their placement via the USPS.
- New students age 8 or older must participate in a placement evaluation before registering. Call the office to set up your evaluation.
- Full year enrollment is expected upon registration.
- Registration fee for the school year is \$50, 3 or more students in a family will be a total of \$125.

Tuition – School Year

- All students register for a full year (August – May). Tuition rates presented are for that same term.
- Tuition may be paid in full, two semester payments, or 10 installments (August – May). If you choose the monthly installment option, you are responsible for ten monthly installments until the **annual tuition** is paid in full.
 - Payments can be made in person whether by cash or check. *Please make checks payable to **Community Ballet Association (CBA)** and include the student(s) name on the check and specify the purpose of the payment.*
 - Credit card and ACH payment may be made through your Jackrabbit account. Your account will be automatically charged on the 1st of each month for tuition or other outstanding balance. (If you wish to store a credit card or ACH account information on file in Jackrabbit, but not participate in recurring billing, please notify the administrative staff to remove your account from recurring billing.)
 - HBS/HBC charges a 2.89% surcharge when using credit cards. (To avoid this fee, please select the ACH payment option in your Jackrabbit portal or remit payment in person by cash or check.)
 - Payments are posted and due the first of the installment month. A late fee of \$10 will be charged on the account if not paid by the 10th of the installment month.
 - There is a \$25 fee for all returned checks and \$5 fee for declined credit/debit cards.
- Receipts will be emailed to the email address on file. In the event you do not receive a receipt, please contact the School Administrator and one will be provided upon request.
- Students with outstanding balances are not permitted to continue classes or participate in HBS/HBC performances until the account is brought up to date. Please call the office for payment options.
- Tuition is non-refundable and there is no proration for scheduling conflicts. Please see the HBS Make up policy on page 13 for allowances.

Withdraw Procedures

- Any student who wishes to withdraw from HBS, for any reason, is required to provide 30 days advanced written notice via letter or email to our school administrator (schooladministrator@huntsvilleballet.org) with a withdraw request.
- If written notice is not given, then HBS reserves the right to continue to bill the account until formal notice has been given.

2025 – 2026 Tuition Table

Children's Division Tuition (Duets, Creative 1 & 2, Pre-Ballet 1 & 2, and Homeschool Classes)			
Number of Classes	Annual Tuition	2 Semester Instalments	10 Tuition Instalments
1	\$620	\$310	\$62
2	\$990	\$495	\$99
3	\$1410	\$705	\$141

Tuition is annual and per account. All students register for a full school year (August – May).

Once a student is enrolled, **all tuition is non-refundable.**

If you need to withdraw, please see our withdraw procedures on pg. 4

Registration \$50 per student (\$125 for a family of 3 or more).

Class Change Fee \$15 outside of a three week grace period at the start of each semester. (see page 5)

Annual School Performance \$100 per student (see page 14)

Adult Students (Open Program), see page 11 for details and payment options.

Contact the School office to make **payment arrangements** outside of what you see here.

Student Division Tuition Ballet Levels 1 through 6			
Number of Classes	Annual Tuition	2 Semester Instalments	10 Tuition Instalments
1	\$650	\$325	\$65
2	\$1000	\$500	\$100
3	\$1410	\$705	\$141
4	\$1830	\$915	\$183
5	\$2110	\$1055	\$211
6	\$2430	\$1215	\$243
7	\$2740	\$1370	\$274
8	\$2940	\$1470	\$294
9	\$3100	\$1550	\$310
10	\$3300	\$1650	\$330
11	\$3510	\$1755	\$351
12	\$3710	\$1855	\$371
13	\$3820	\$1910	\$382
14	\$4140	\$2070	\$414
15	\$4320	\$2160	\$432

CBA is a 501(c)3 non-profit organization and will not issue refunds for classes missed.

Uniform and Appearance Standards

Uniform

All students are required to wear a school uniform in the color designated for their class level - uniform specifics for each level and discipline HBS offers can be found on pages 9 through 12. Uniform should be clean and free from holes. The requirements on this page keep in the tradition of Classical ballet training. They keep distraction from learning to a minimum and encourage discipline.

Boys & Young Men

- Ballet: White t-shirt, black tights, black leather ballet shoes or white socks with white ballet shoes.
- Jazz, Modern, Tap: Comfortable, active friendly clothing. Call our office for further guidance.

Hair

Hair should be pulled away from the face and secured neatly. All female students are required to arrive at HBS with their hair in a bun (for ballet classes). Dancers with short hair (including bangs hanging below the brow) will need to pull their hair back away from the face and secure with headbands, pins, clips, or barrettes. [Tutorials can be found online.](#) If you need help, you may request a hair tutorial at the start of the term.

Rehearsals

Classroom dress code is expected at rehearsals. No warmups.

**Exceptions: Warm clothing will be permitted in severely cold weather or when the heat is not functioning properly. Bring extra dancewear, preferably body-fitting leg warmers or knit sweaters*

Not permitted

- Skirts are not allowed, except by permission from the teacher.
- Tights over a leotard, rolled up tights, or warm-ups of any kind.
- Messy buns, fly aways, or hair in your face. Ponytail ONLY if your Jazz, Modern, or Tap teacher approves.
- Jewelry, other than small earrings, watches, etc. may not be worn in class.
- Shoes worn in class should never be worn outside of the studios. Do not wear your ballet/jazz/tap shoes anywhere except the studio.

If a student does not follow these standards, a note will be sent home with the student indicating which requirement is not being met. After three instances, the student will be asked to sit out of class and parent will be notified.

Children's Division (ages 2-6)

Children's Division – Duets, Creative, and Pre-Ballet

HBS classes provide an inspired introduction to the arts with a focus on creativity, group interaction, motor skill development and the joy of self-expression. At these levels, registration requirement is based on age. These levels introduce young children to their bodies through creativity and play where students will explore body movement and expression using music, props, games, and improvisation.

In the **Pre-School and Homeschool Elementary I**, multi-age groupings enable our Pre-School and Elementary classes to learn from older children and experience growth through observation and modeling.

Age required as of September 1 and readiness is a factor.

Level	Age (as of Sept 1)	Performance Opportunities	Leotard Color	Tights	Shoes
Duets	2 years + adult	End of Year in-class performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers
Creative 1	3 years	End of Year in-class performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers
Creative 2	4 years	End of Year in-class performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers
PreBallet 1	5 years	Annual School Performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers
PreBallet 2	6 years	Annual School Performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers
Pre-School	3&4 years	End of Year in-class performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers
Homeschool Elementary I	5&6 years	Annual School Performance	White, short or cap sleeve	Pink	Full sole pink ballet slippers

Student Division – Ballet Levels 1 through 6

Evaluation and placement is required for all levels ballet 1x and higher. Many factors determine student placement including but not limited to, age, focus, experience, and maturity. Placement is at the sole discretion of the School Director. All classes in the Student Division are required to meet minimums in order to be enrolled in our Student Division.

Level	Min. Flat Classes p/ wk	Recommended Classes p/ wk	Performance Opportunities	Pointe Class Progression	Leotard Color	Tights	Shoes
Ballet 1	1	1	Annual School Performance	---	Lt. Pink*	Pink	Full sole pink ballet slippers
Ballet 1x	1	1	Annual School Performance	---	Lt. Pink*	Pink	Full sole pink ballet slippers
Ballet 2	1	2	Annual School Performance	---	Lt. Blue*	Pink	Full sole pink ballet slippers
Ballet 2x	2	2	Annual School Performance	---	Celestine Blue*	Pink	Full sole pink ballet slippers
Ballet 3	2	3	Annual School Performance	---	Tropic Green*	Pink	Full sole pink ballet slippers
Ballet 3x	2	3	Annual School Performance	Intro to Pointe	Tropic Green*	Pink	Full sole pink ballet slippers
Ballet 4	3	4	Annual School Performance	Pointe 1	Dark Purple*	Ballet pink mesh style tights with seams	Pink ballet slippers; pointe shoes
Ballet 4x	3	4	Annual School Performance	Beg Pointe	Dark Purple*	Ballet pink mesh style tights with seams	Pink ballet slippers; pointe shoes
Ballet 5	4	5	Annual School Performance	Int Pointe	Black*	Ballet pink mesh style tights with seams	Pink ballet slippers; pointe shoes
Ballet 5x	4	5	Annual School Performance	Int or Adv Pointe	Black*	Ballet pink mesh style tights with seams	Pink ballet slippers; pointe shoes
Ballet 6	4	5	Annual School Performance	Adv Pointe	Black*	Ballet pink mesh style tights with seams	Pink ballet slippers; pointe shoes

*** All class levels of ballet will be required to have one SoDanca camisole leotard in the color of their class level. All other leotards worn for class may be of a different style but must be in their class color. Bloom Dancewear at 2745 Bob Wallace Ave SW carries the brands and styles of our required uniform.**

Jazz

Jazz is a stylized discipline of dance that builds from a technical ballet foundation. The benefit of jazz is the ability to express the creative self through movement and it allows a full-bodied approach to sharing personal emotions and artistic insights. Because the body explores physical movement in jazz class while simultaneously allowing a free flow of personal expression, both a release and a strengthening of the mind - body connection occur.

Level	Requirements	Attire	Shoes
Beginning Jazz	at least 8 years old	Fitted dance clothing covering the student's midriff and backside.	Tan jazz shoes
Jr. Intermediate Jazz	2 yrs experience of Beg. Jazz	Fitted dance clothing covering the student's midriff and backside.	Tan turners
Intermediate Jazz	2 yrs experience of Jr. Int. Jazz	Fitted dance clothing covering the student's midriff and backside.	Tan turners
Advanced Jazz	2 yrs experience of Int. Jazz	Fitted dance clothing covering the student's midriff and backside.	TBD turners

Modern

Modern technique includes the exploration of movement concepts such as fall & release, space & time and dynamic contrasts. Classes are designed to prepare the dancer to move fully through all levels of space, develop self-awareness and use personal expression. The influences of classical techniques such as Limon, Horton and Graham will be introduced.

Level	Requirements	Attire	Shoes
Modern 1	at least 8 years old	Comfortable fitting dance clothing; shirt and shorts and ponytail are acceptable	Barefoot
Modern 2	2 yrs experience of Modern 1	Comfortable fitting dance clothing; shirt and shorts and ponytail are acceptable	Barefoot
Modern 3	2 yrs experience of Modern 2	Comfortable fitting dance clothing; shirt and shorts and ponytail are acceptable	Barefoot

Tap

Tap emphasizes the recognition of rhythm and coordination of the mind, body, and music. Tap must be heard, as well as seen, so it must be considered a musical form as well as a dance form; one that evolved as a unique percussive expression of American jazz music. Tappers consider themselves musicians and describe their feet as a set of drums—the heels playing the bass, the toes the melody. Like jazz, tap uses improvisation, polyrhythms, and a pattern of rhythmic accenting to give it a ropulsive (swinging) quality (encyclopedia.com).

Level	Requirements	Attire	Shoes
Tap 1	at least 7 years old	Any comfortable fitting dance clothing. Dance pants may be worn yet should not cover tap shoes	Black tap shoes
Tap 2	2 yrs experience of Tap 1	Any comfortable fitting dance clothing. Dance pants may be worn yet should not cover tap shoes	Black tap shoes
Tap 3	2 yrs experience of Tap 2	Any comfortable fitting dance clothing. Dance pants may be worn yet should not cover tap shoes	Black tap shoes

Open Division – Ballet for ages 13 to Adult

This division is for students thirteen years and up. These classes are an extension of our School Ballet classes but allow for more flexibility. Classes at this level can be taken as a drop in class. **There are no minimum requirements for Open Division.* Wear comfortable fitting dance clothing – most will wear leotard and tights, but ballet flats are a must, no matter the attire.

Fees

- Drop in or per class: \$20 per class (note that ballet classes run 1.5 hours)
- Class Card: \$180 for 10 classes – **Call the office for assistance with the purchase of a Class Card**
- Register for a weekly class to receive our family tuition rate (see page 6)

Level	Requirements	Attire	Shoes
Beginning	Faculty will make suggestions and guide you to appropriate classes	Comfortable, fitted clothing suitable for movement	Ballet Flat Shoes
Intermediate			
Advanced			

Evaluations for Placement

Ages 7 and below are invited to register for classes online for his or her respective age level; no evaluation is necessary. Many factors help determine the best placement for our prospective students including age, focus, experience, and maturity. Evaluations are required for transfer students ages 8 and older. Please contact the administrative staff to schedule an evaluation class. There is a nonrefundable \$30 fee due at the time of scheduling. The fee will be applied to the student registration fees upon enrollment. All evaluations are reviewed and approved by the School Director and remain strictly confidential. Please allow 48 hours after the evaluation for placement to be determined. Please, do not approach teachers or director without a scheduled meeting as interruptions during or between classes are disruptive.

Advancement & Promotions

Students are not guaranteed advancement to the next level. Many factors contribute to each student's progress in the accomplishment of skills and the understanding of classical ballet technique. Physique, natural flexibility, growth rate of bones, and muscular development, as well as emotional and physiological development are factors in determining progress, and these factors will vary from student to student. Other factors include consistent class attendance, individual commitment to training, number of classes taken per week, and the ability to take, apply, and execute corrections. As a student advances through the school, expect that more than one year may be spent in each level. Promotion to the next class level may take place at any time, as proper individual development is the most important factor in studying classical ballet - a commitment to which the directors, faculty and staff of Huntsville Ballet School are dedicated. Please also note that the above factors are also used when considering the progression of pointe classes. Our School Director carefully evaluates each student to ensure safety and health will be first priority and must be maintained for pointe progression.

Pointe Requirements and Progression

Working en pointe is for serious students who have studied the art and technique of classical ballet at the student division level for a minimum of four years and who are no younger than 11 years of age. **Age is not the sole factor used to determine a child's readiness.** It is never too late to start a student on pointe, but doing so too early may potentially cause adverse effects on your child's physical development as well as their progression. **All pointe progressions are at the sole discretion of the school director based on the student's technique, strength, and development.** This includes students who have been on pointe at a previous studio. Parents will receive a letter in the spring informing them of their child's promotion to the Introduction to Pointe class. *We ask that parents **not** purchase pointe shoes until directed and educated by our faculty.*

Intro to Pointe Students & Parents

Students who have been recommended to start pointe will be notified by mail or email. Classes will first begin on flat, so please **do not purchase pointe shoes until you have been informed to do so.** When instructions have been given to purchase your first pair of pointe shoes, be sure not to wear or sew anything to them until the fit has been approved by either the student's teacher or the School Director. Parents and students should be aware that it takes some time and experimentation to find the proper brand and style that is the best for each student.

Attendance

Regular attendance is essential to the development and advancement of each student. Students with exemplary attendance gain a better understanding of their physical abilities, proper ballet technique, and the art form overall. Absences, regardless of the reason, can affect a student's ability to promote and will affect the quality of our performances if rehearsals are missed.

We cannot stress the importance of attending your regular scheduled class(es). While make-up classes are encouraged, they do not replace the absence from your regular weekly class.

Tardiness

If the student is more than 10 minutes late to class, they may be asked to observe the class for safety reasons and participation will be left up to the discretion of the instructor. We understand that road conditions and traffic are not always in your control, however, it is not always safe for a student to join class after initial warmups have been completed.

Absences

- If a student is ill and cannot attend class, please notify the school prior to the start of class.
- Injured students are required to submit doctor's orders and may be asked to observe all assigned classes and rehearsals unless prior excusal is given.
- Missed classes can only be made up in the current semester.

Make-up Policy

- If you miss class due to illness, injury, or weather cancellations, you may make it up in another class that is in the student's current level or a level below at any time within the semester of the missed class.
- Arrive early and check in at the front desk to obtain a make-up slip before class.
- Make-up classes are NOT transferrable.
- Make up classes do not replace a minimum required technique class. Students must maintain registration minimum for enrollment.
- Students are not eligible to participate in the Annual School Performance in a class where they are satisfying make ups.

Annual School Performance May 26 & 27, 2026

Each student beginning with Pre-Ballet 1 is given the opportunity to demonstrate the skills they have gained throughout the year by participating in our Annual School Performance. Performing is a wonderful experience and a valuable part of each dancer's education. We encourage every student to take advantage of this opportunity to share their knowledge and passion with family and friends. The performance features students from the Children and Student Divisions as well as all other disciplines offered.

- The fee to participate is \$100 per student and the event is free admission.
- Attendance is necessary the last few months of school to be stage ready. Too many absences may result in removal from the performance.
- In the event there will be absences, participation is left up to the discretion of the classroom instructor.
- Student must be enrolled in the class performing to participate.

Pre-Professional Company

Student Division students enrolled in levels 5 through 6 are eligible to audition for Huntsville Ballet's Pre-professional Company. Membership offers opportunity to perform in Huntsville Ballet Company productions throughout the season. Pre-professional members will rehearse alongside professional company members and work closely with the artistic staff giving the student an education and experience that goes way beyond the classroom.

- Auditions are held during *Maintenance Week*, the week before regular classes begin.
- Acceptance is by audition only and is at the sole discretion of the Artistic Director.

Junior Company

Student Division students enrolled in level 4x are eligible to audition for Huntsville Ballet's Junior Company. Junior Company members will begin to learn the art of working within a group and what it means to be part of a team. A valuable skill beyond the studio walls. Opportunity to work with and learn from Pre-professional Company dancers as well as Huntsville Ballet's own artistic staff make this a unique experience.

Additional opportunities

Some HBC productions require additional cast members. Performing opportunities are extended to HBS students when needed or requested by the Artistic Director.

Performance Rehearsal Commitment & Attendance

Attendance and punctuality for all rehearsals is required in order to ensure that a student can appear in HBC performances. Signing up for these performances is only the first step in securing one's ability to be on stage! Please be mindful of your family's schedule and carefully consider your commitment to these activities. Students are required to be at every rehearsal, on time, dressed, and ready to enter the studio or theater. Fulfilling these requirements is mandatory. It is the only way the dancer is sufficiently prepared to realize the excitement and benefits of dancing on stage with confidence and joy.

Tuition

To secure placement in the class, a \$25 registration fee is required for non-HBS students and is due immediately upon registration. All returning HBS students will not have a summer registration fee, however, a tuition deposit of \$25 will be due immediately to secure the class selection. The remaining tuition for summer sessions or intensives is due prior to the first day of class.

- Tuition can be found on our website at <https://huntsvilleballet.org/summer/>

Evaluations for New Students

In an effort to find the best placement in our school, prospective students, 8 years or older (as of Sept. 1) should call the office to set up an evaluation appointment (see page 12 for details). Ages 7 and below are invited to register for classes directly online for his or her respective age level; no evaluation is needed. Many factors help determine the best placement for our prospective students including age, focus, experience and maturity. All evaluations are reviewed and agreed to by the School Director and will remain strictly confidential. Please allow 48 hours for the evaluation process to take place. Do not approach teachers or director without a scheduled meeting as interruptions during or between classes are disruptive.

Student Sessions

Continuing your training during the summer is a great way to stay in shape. Huntsville Ballet School offers something for every level of ballet student. With both daytime and evening options, we are certain you will find classes for your young dancer. If you know you are returning for the next school year, then we highly encourage you to register and take summer classes with our school.

Once Upon a Ballet Camp

Children, ages 3-6, will explore classic ballet tales, including *The Sleeping Beauty*, *Cinderella*, *The Nutcracker*, and more. Through age appropriate classes and activities led by professional faculty, students build creativity, coordination, flexibility and strength as well as artistic expression. Daily ballet and creative movement technique classes, art projects, performances from Huntsville Ballet Company Dancers, along with a final in-studio performance at the end of the camp will make this summer camp unforgettable.

Intensives

Prior experience required. New students will be placed appropriately.

Available to our Student Division, week long sessions of instruction for your student with knowledgeable and proven instructors. Each level includes a ballet technique class building a strong foundation, followed by a master class in Jazz, Modern, or the basics of stretch and conditioning. Parents and friends are welcome to observe classes every Friday!

Jackrabbit Portal & Communications

When communicating with HBS via email, you are communicating to us electronically, and therefore consent to receive communications from us electronically. We will communicate with you by email or by posting notices on our website or student & company boards. You agree that all agreements, notices, disclosures, and other communications that we provide to you electronically satisfy any legal requirement that such communications be in writing.

Methods of Communication

- Company and School Bulletin Boards inside the studio - It is essential that dancers know their class level and to which rehearsals or roles they have been assigned. This enables the participant to be accurate regarding what information to look for on the board. It is the dancer's responsibility to check the board upon arrival and repeatedly throughout the day. For our younger dancers, parents or legal guardians are required to check the board for their child.
- On the website – Calendar and Class Schedules can be found on our website, www.huntsvilleballet.org/school.
- Email - Newsletter or by personal email communications.
- Facebook and Instagram – Events and Announcements are often shared here. Be sure to follow us on Facebook and Instagram!

Students and family members are not permitted to contact the faculty via phone or social media. Except when engaged in private instruction or coaching.

Online Registration – Password Protection

We collect personally identifiable information, such as names, postal addresses, email addresses, credit card information, etc. when it is voluntarily submitted by our families and/or students. It is important for you to protect against unauthorized access to your password and to your computer. If you use this website, you are responsible for maintaining the confidentiality of your account and password and for restricting access to your computer, and you agree to accept sole responsibility for all activities that occur under your account or password.

Weather

Severe Weather Class Cancellations: In the event of severe weather, HBS generally follows weather related cancellations in conjunction with Huntsville City Schools (HCS). In the event HCS declares a “Virtual Learning Day” or weather developing later in the day, Huntsville Ballet School leadership will make the decision to cancel or alter the days schedule of classes by 2 PM or earlier that day. We notify parents of closures by our Huntsville Ballet School Jackrabbit account email and on our Facebook page.

Severe Weather During Class: If there is a severe weather alert that is a “watch”, then the teacher will be notified; if the alert is a “warning” for our immediate area, then students and teachers will proceed to the designated safe location in the building. Note: Any student who wishes to proceed to the designated safe location before the teacher deems it necessary, will be excused from class to do so.

General Policies & Agreements (Cont.)

Photo and Video

Photography or videography (including cell phone photos) is not permitted in any class, rehearsal or performance. HBS shall not be liable in any way for images or footage that violate this policy.

Publicity

Enrollment grants HBS the permission to use photos and videos from classes, rehearsals, special events, and performances for the purposes of marketing the School and HBC performances. Enrollment waives any rights of compensation or ownership thereto. HBS promotional material is inclusive of, but not limited to, HBS marketing materials, brochures, information packets, videos, website photos, dance related newspaper and magazine articles, Facebook, and Instagram. If you'd like your student to be excluded from any materials used publicly, please express this in writing to the School Administrator at schooladministrator@huntsvilleballet.org

Casting

Casting is the selection of dancers for specific roles. HBS/HBC criteria for casting roles include specific skills, clarity of technique, physical characteristics, and stamina. The ability to quickly and accurately learn and execute choreography is critical. The dancer's attitude, professionalism, cooperativeness, and reliability also play a role in casting decisions. The directors may also need to make judgments which maintain the performance quality of Huntsville Ballet Company.

Parent volunteer activity, student seniority, or donations do not affect casting in any way. Casting is determined by artistic criteria alone. HBS/HBC has the right to change casting at any time.

Liability

Ballet training and the exercises associated with it places unusual stress on the body that may carry risk of physical injury. HBS/HBC, its faculty, staff or board members shall not be liable in any way for injuries sustained or illnesses contracted during attendance at the School or any of its related functions. It should also be understood that dance instruction involves kinetic corrections that may include hands on adjustments of student's placement as part of regular class work and rehearsals.

Notice of Non-Discriminatory Policy

HBS/HBC admits students of any race, color, sexual orientation, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, sexual orientation, national and ethnic origin in administration of its educational policies, admissions policies, scholarship, programs, and other school-administered programs.

Common Area Guideline – HBS is a place of learning

Huntsville Ballet School is a place of learning and we strive to maintain a positive, healthy, and productive learning environment for our students, faculty, staff, and dancers. We expect all students, parents, siblings, and other guests to conduct themselves in a quiet, safe, and courteous manner, always refraining from loud and boisterous behavior in the common areas to running in hallways and studios. We ask that all individuals demonstrate respect for others, the facilities, and promote an environment which is safe, positive, and welcoming.

Code of Conduct

It is a policy of HBS to promote a healthy and positive environment for all students and staff. Students are expected to behave in a responsible manner and are required to adhere to the School's Policies and Procedures. Students are expected to show exemplary conduct at all times, and to treat staff, volunteers, and building personnel with respect. HBS strives to ensure that the rules are reasonable and clear. HBS reserves the right to dismiss any student whose conduct is found to be unsatisfactory.

The following are prohibited at HBS:

- Verbal harassment, physical threats or intimidation, acts of violence of any kind
- The destruction of school property or property of others
- Possession of alcohol and/or illegal drugs by any students attending the program
- Firearms or weapons of any kind
- Tobacco: HBS facilities are designated non-smoking areas. Alabama State law prohibits smoking in any public facility.
- Photography or Videography in locker rooms or bathrooms (including Productions)
- Inappropriate use of the internet or social media
- Inappropriate use of cell phones

Violation of any of these rules will lead to immediate disciplinary action. Actions may include (but are not limited to) Expulsion, Dismissal from the Program, Suspension, Probation, Fines. HBS reserves the full authority to enforce the Code of Conduct, which may include revocation of scholarships or financial assistance.

HBS reserves the right to change, without notice, any statement in this handbook.

2025 / 2026 School Year Calendar

SCHOOL YEAR DATES

August 11, 2025 – May 23, 2026

SEMESTER DATES

Semester 1: August 11 – December 13

Semester 2: January 12 – May 23

SCHOOL CALENDAR

Maintenance Classes

Pre-Professional Company Auditions

August 5, 6, & 7

First Day of Classes

August 11

Auditions for the Nutcracker

August 23

School Performance Dates

Tuesday May 26

Wednesday May 27

SCHOOL CLOSURE DATES

Labor Day: September 1

Fall Break: October 6– 11

(Nutcracker rehearsals will be held Oct 4)

Thanksgiving Break: November 24 - 29

(Nutcracker rehearsals will be held Nov 22 & 23)

(Nutcracker rehearsals will be held Nov 30)

Winter Break: December 15 – January 3

Martin Luther King Jr. Day: January 19

Spring Break: March 16 - 21

(HBC Spring performance rehearsals will be held Mar 14)

*Consider becoming a Huntsville Ballet season ticket holder!
Attending live ballet performances is a huge part of your student's classical art education.*

For a complete calendar of performance dates and events, visit our website

www.huntsvilleballet.org