





## ABOUT **NASHVILLE BALLET**

Since its founding in 1986, Nashville Ballet has grown to become the largest professional ballet company in Tennessee, presenting a varied repertoire of classical ballet and contemporary works by noted choreographers including original works by Artistic Director & CEO Paul Vasterling.

School of Nashville Ballet offers the highest quality training for children and adults of all ages. Artistic Director & CEO Paul Vasterling leads an outstanding faculty and artistic staff, providing a complete dance experience that is both challenging and rewarding.

School of Nashville Ballet admits students of any race, creed or ethnicity. Admission is by process of inquiry, registration, payment of tuition, placement and attendance.



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Visit us online!  
For more information about curriculum,  
instructors, schedules and registration,  
visit us at [www.nashvilleballet.com/school](http://www.nashvilleballet.com/school)



PAUL VASTERLING, Artistic Director

# STUDENT HANDBOOK



# SCHOOL OF NASHVILLE BALLET

**Nashville | Brentwood**

 **NASHVILLE  
BALLET**

PAUL VASTERLING, Artistic Director



Nashville Campus: 3630 Redmon Street Nashville, TN 37209 (615) 297-2966 x33  
Brentwood Campus: 500 Wilson Pike Circle Brentwood, TN 37027 (615) 661-0460

Visit us online at [www.nashvilleballet.com/school](http://www.nashvilleballet.com/school)

# SCHOOL OF NASHVILLE BALLET

Nashville | Brentwood

**We create, perform, teach and promote  
dance as an essential and inspiring  
element of our community.**

## **ARTISTIC & ADMINISTRATIVE STAFF**

**Paul Vasterling**, Artistic Director & CEO

**Angie Adams**, Executive Director

**Sharyn Mahoney**, Director of Artistic Operations

**Nicole Koenig**, School Dean

**Shannon Hautman**, School Manager  
shautman@nashvilleballet.com

**School Registrar**  
School@NashvilleBallet.com  
(615) 297-2966 x33

**Brentwood Campus**  
(615) 661-0460

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# ADMISSION REQUIREMENTS

1. All students must complete registration forms online ([NashvilleBallet.com/school](https://NashvilleBallet.com/school)) or on paper and submit them to the School Registrar prior to the start of their first class.
2. All students are required to have a Permanent Liability Waiver on file prior to the start of their first class.
3. All students must provide a working e-mail address for school communication. Minors should provide a parent's e-mail address.
4. Tuition is payable prior to the start of each semester.
5. Payment may be made by cash, check or credit card. Payment may be made online using a credit card.
6. Your voided check or credit card charge is your receipt.
7. Students with outstanding balances are generally not permitted to take classes until their accounts are current.

## ENROLLMENT & TUITION POLICIES

School of Nashville Ballet reserves the right to cancel a class due to lack of enrollment. Canceled classes will be prorated and refunded. Enrollment is for the entire semester. There is no proration for scheduling conflicts. Classes are not transferable to other students. In the case of serious injury or illness, refunds may be considered on an individual basis. These refunds are not guaranteed and may be subject to a 25% administration fee. Voluntary or involuntary withdrawal and missed classes are not considered eligible for refunds.

## GENERAL POLICIES & INFORMATION

### ID CARDS

Upon enrollment, each student will receive a Nashville Ballet ID card. Students are required to scan their ID card at the front desk prior to the start of each class. This system allows our staff to track attendance and ensure each dancer is accounted for while in the building. Parents of young children are asked to help their child(ren) sign in regularly. Please contact the School Registrar if you do not receive an ID card or need a replacement. ID cards are available at both locations and carry a \$5 replacement fee.



## COMMUNICATION

In the process of registering for class, each student is asked to provide a working email address. **For minors, the primary email on file should be that of a parent or guardian.** School of Nashville Ballet regularly sends out important information via email **and text**, such as weather related school closings, master classes, new semester registration, etc. Your primary email address will also serve as your online ID for account management. Should your email address change, please provide us with updated contact information. Please add *@nashvilleballet.com* to your safe sender list and check spam folders often. Sign up for text alerts at [nashvilleballet.com/alerts](http://nashvilleballet.com/alerts).

## SCHOOL CLOSINGS

**School of Nashville Ballet will no longer follow the Davidson or Williamson County school closings.** In the event of severe weather or loss of power, School of Nashville Ballet may cancel classes for a portion of the day or for the entire day. Closing information for both locations will be posted on our website, Facebook page, and announced via text messages. We encourage students to attend classes at their discretion during inclement weather. Sign up for text alerts at [nashvilleballet.com/alerts](http://nashvilleballet.com/alerts).

## MAKEUP CLASSES

Makeup classes are available within the current semester only. Students are welcome to attend other class meetings at their assigned level or one level lower. Unused classes are nonrefundable and nontransferable. Please inform the school office upon arrival for a makeup class and scan your Nashville Ballet ID card.

## DROP OFF, PICK UP & PARKING

When dropping off or picking up students from School of Nashville Ballet, please observe the flow of traffic in our parking lots and park in designated spaces. Parents must accompany children under 10 years old in and out of the building. If you need assistance with drop off/pick up for any reason, please contact the School office.

Children's Program parents are asked to wait in the lobby area with their children until the instructor gathers students for class. Students arriving late will be accompanied to class by School staff. Children under age 10 may not be left unattended in the lobby at any time. Students must wait inside the building for pick up.

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## OBSERVATION

School of Nashville Ballet schedules several opportunities throughout the year for observation. During those designated times, parents and family members are welcome to view classes from inside the studios.

Additional observation opportunities may arise when Master Classes and special events are held.

## ALLERGIES & MEDICAL CONDITIONS

The safety and well-being of our students is important to us. Nashville Ballet is not an allergen-free facility. Please notify us in writing of any life-threatening allergies or medical conditions you or your child(ren) may have.

## LOST AND FOUND

Items will be held in lost and found for one month only. Any items left with School of Nashville Ballet for more than one month will be donated to charity.

## OPEN DOOR POLICY

School of Nashville Ballet maintains an open door policy for all students and families that wish to meet with a faculty member or the School Dean. Due to teaching and scheduling constraints, appointments are appreciated and can be scheduled through the School Manager.



# DANCER RESPONSIBILITY

With the goal of creating a safe, welcoming and positive experience for all students, School of Nashville Ballet holds students, families, faculty and staff to a high standard of personal decorum.

- No chewing gum, food or drink will be permitted in the studios, with the exception of capped bottled water.
- Please throw away trash promptly. Do not leave food or trash in the hallways.
- Students are asked to keep their bags and personal effects organized and neatly stored during classes.
- Cell phones are strictly prohibited except in the lobby area.
- Students should refrain from bringing valuables to the studios. Nashville Ballet is not responsible for lost or stolen goods.
- Parents are asked to remain in the lobby and designated waiting areas during class time. When students enter the studio areas, we ask that they quietly warm up and mentally prepare for class. This policy helps foster an atmosphere of focus and self-discipline. Should you need to get a message or package to your child, please see the front desk staff.
- School of Nashville Ballet reserves the right to dismiss any individual whose behavior is deemed inappropriate, disruptive and/or in violation of our policies and procedures.

## THE IMPORTANCE OF COVER UPS

All students should wear street clothing and shoes over their ballet attire when coming to and from their classes. Extra layers ensure modesty and help muscles warm up and cool down properly. We encourage dancers of all ages to practice this healthy habit.

Clothing should be changed in dressing rooms only, not the lobby or hallways. **Ballet shoes cannot be worn outdoors as this tracks dirt into the studio, can compromise the safety of our dancers and students, and is detrimental to the studio floors.**

## ATTIRE

Ballet attire and uniforms can be purchased locally at Spell's Dance Theatre Shop. Spell's has two locations: 2210 Crestmoor Road in Nashville ((615) 292-4387) or 330 Franklin Road in Brentwood ((615) 376-4647).

# CHILDREN'S PROGRAM

## PLACEMENT

The Children's Program offers classes for young ladies and gentlemen ages 2 through 8. Students must meet the class age requirement by October 1 during the Fall Semester.

- Mommy and Me **Ages 2+**
- Joy of Dance **Ages 3+**
- Creative Movement **Ages 4+**
- Pre-Ballet **Ages 5+**
- Boys Club **Ages 3 - 6**
- Level A **Ages 6**
- Level B **Ages 7**
- Level C **Ages 8**



**DANCE  
MUSIC  
CREATIVITY  
AND FUN**

## ADVANCEMENT

School of Nashville Ballet recommends that Children's Program students take classes for two semesters before moving to a higher level. An 85% attendance rate is recommended for advancement.

## CHILDREN'S PROGRAM ATTIRE

In the tradition of classical ballet and in encouragement of each dancer's positive self-image, we strive to have a clean, uniformed appearance for all students.

### **Young Ladies in Mommy & Me, Joy of Dance, Creative Movement and PreBallet**

- Bloch Leotard CL5342 (pink)
- White bobby socks (no frill or lace)
- Bloch Dansoft full sole ballet shoes (pink)
- \*Shoes optional for Mommy & Me

### **Young Ladies: Levels A, B & C**

- Bloch CL5405 Light Blue leotard
- Levels A & B: White bobby socks (no lace or frill)
- Level C Only: Body Wrappers A 45 (adult) or C45 (child) tights in Theatrical Pink

### Young Gentlemen – All Levels

- White T-Shirt (no logos) & black cotton shorts
- White socks
- Bloch Dansoft full sole ballet shoes (black)
- \*Shoes optional for Mommy & Me

## COMMUNITY DIVISION

Classes in the Community Division are open to students of any experience level, ages 13 and up. A placement class is not required. Faculty permission is not required for advancement; however, students are encouraged to discuss advancement with their instructor.



### FLEXIBLE CLASS SCHEDULES

Community Division students can purchase class packages for the entire semester or drop in for single classes and pay for only those sessions. All packages are eligible for any class type in any combination of days and weeks, but must be used prior to the expiration date.

### COMMUNITY DIVISION ATTIRE

Students are asked to wear ballet shoes for ballet classes. We recommend Bloch Dansoft full sole shoes in pink (women) or black (men). Leotards are encouraged but not required. Please dress to your comfort level for class.

# ACADEMY

## PLACEMENT

The Academy consists of the following levels for students ages 9 through 18:

- Level 1 (Graduate of Level C)
- Level 2 (Graduate of Level 1)
- Level 3 (Graduate of Level 2)
- Level 4 (Graduate of Level 3)
- Level 5 (Graduate of Level 4)
- Level 6 (Graduate of Level 5)
- Boys Class (Ages 9 and up)

Following a placement class, new students will be assigned to a level within the Academy. Students will be placed appropriately by the School Dean and faculty according to age, ability and experience.

Returning students will be assigned to an appropriate level prior to the fall semester. Advancement will occur on an individual basis and will be at the discretion of the School Dean and faculty. In order to properly assimilate all of the material, it is often necessary for students to remain in the same level for more than one year. An 85% attendance rate is considered a prerequisite for advancement.



## ATTENDANCE

To achieve the maximum results of training and proper progression through the syllabus, students are asked to attend all classes and rehearsals to which they are assigned. Regular or excessive absences may result in a change in level placement. Please notify the School Registrar of planned or unplanned absences, including illness, vacation and school conflicts.

In order to prepare both physically and mentally for class, please arrive 15 minutes prior to the start time. Students arriving more than 10 minutes after the start of class may not be permitted to participate, but will be asked to observe and take notes. Academy students arriving late for class will wait at the studio door until the teacher permits entry.



## MAKEUP CLASSES & ADDITIONAL CLASSES

In order to be eligible for makeup classes, students must report their absences to the school office. Unreported absences will not be eligible for makeup classes. Students may attend an alternate day / time of their current level class, one level below their assigned level or an appropriate optional class.

Academy students age 13 and up may take any Community Division class for a discounted drop-in rate of \$15 per class. Students are also welcome to take any lower level classes free of charge. As a benefit to our students, Master Classes and special guest teachers may be added to the school calendar throughout the year.

## PERFORMANCE OPPORTUNITIES

School of Nashville Ballet recognized that performance is a vital part of a young dancer's training. Academy students have the opportunity to perform alongside company members in Nashville Ballet productions, including Nashville's *Nutcracker*, *A Midsummer Night's Dream*, *The Sleeping Beauty* and *Peter Pan*. For audition information, visit [NashvilleBallet.com](http://NashvilleBallet.com).

Each spring, the Academy showcases student work through various performance events. Participation is voluntary and consistent class attendance is required in order to perform. Some performances may require auditions and rehearsals outside of regular class times. Interested students must follow the participation guidelines set forth by the school administration.

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## ACADEMY ATTIRE

In the tradition of classical ballet and in encouragement of each dancer's positive self-image, we strive to have a clean, uniformed appearance for all students.

In addition to the uniforms listed below, jewelry, other than small earrings, may not be worn in the studios. Hair should be pulled away from the face in a ballet bun (long hair) or with a headband / barrettes (short hair).

### Footwear for Gentlemen & Ladies: All Levels

Block Dansoft full sole ballet shoes in pink (ladies) or white (gentlemen)

Pointe shoes upon teacher approval

Black nylon/cotton blend socks for Contemporary class

### Gentlemen: All Levels

White fitted t-shirt (no logos), black convertible tights\*, white socks

\*black convertible tights are also worn in Contemporary class

### Ladies: Levels 1, 2, 3 & 4

- Mirella M207LD (adult nylon) or M207CD (child nylon) Periwinkle leotard (discontinued style worn in prior years)
- Body Wrappers tights A45 (adult) or C45 (child) in Theatrical Pink
- Level 4 Pointe Skirt (optional) – MS12 Periwinkle
- Contemporary Class: black convertible tights, black socks
- Level 4 simple color leotard for Saturday classes (optional)

### Ladies: Levels 5 & 6

- Mirella 207LD (nylon) Black leotard
  - Level 5: Tuesday, Friday
  - Level 6: Monday, Tuesday
- Mirella 207LD (nylon) Black leotard
  - Level 5: Monday, Thursday
  - Level 6: Wednesday, Thursday, Friday
- Hip Alignment Belt: Radiance 3/4"
  - Level 5: Lilac
  - Level 6: Royal
- Body Wrappers tights A45 (adult) or C45 (child) in Theatrical Pink
- Black convertible tights (Contemporary class only)
- Mirella MS12 skirt (one Black, one White)
- Optional simple color leotard for Saturday classes



