

The Link

School of the Arts

linking churches and communities in the arts for the Glory of God!



Parent and Student Handbook

TABLE OF CONTENTS

Page No.

Location and Map	3
Calendar Of Events	4-5
Faculty	6-10
Mission, Vision and Philosophy	11
Bulletin Boards and Statement of Faith	12
LOWER & UPPER SCHOOL DESCRIPTIONS	13-14
Primary w/ Tap	13
Standards Combination Class	13
Beginning Cecchetti Work	13
Worship Classes for Standard 2/3 through Grade 3	13
Ballet	13
Worship classes for Grade 4 Level and Up	13
Intermediate Ballet	13
Advanced Ballet	14
Pre-Professional Ballet Track	14
Modern Dance	14
Advanced Modern	14
Tap	14
Hair and Dress Code	15-17
Reasons for Proper Classical Hair Etiquette	18
School Registration Process	19
Formal communication Process	19
Refunds	19
Policies and Procedures	20
Registration and Tuition	20
Class Closures and Cancellations	20
Tuition Payments	20
Withdrawing from Classes	21
School Breaks	21
Absences and Tardiness	21
Make-Up Policy	21
Emergency Closings	21
Code Of Conduct Agreement (See page 24)	22
Violation of Proper Dress Code	22
Daily Class Procedures	22
Pointe Shoe Policy	22
Other Pertinent Information	23
Lost and Found and Shoe Exchange Box	23
Examinations, Supervision of Children	23
Coats and Clothing, Fundraising	23
Eating and Drinking and Volunteers	24
Code of Conduct Agreement	24

THE LINK SCHOOL OF THE ARTS

Studio and Mailing Address:

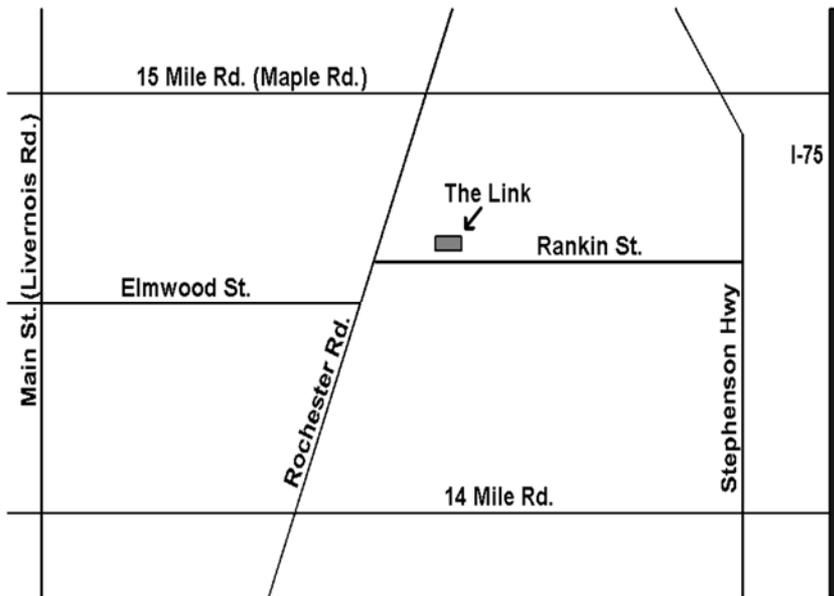
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Fax Number (248) 733-1108

Website www.artsatthelink.org

E-mail dancing@thelinkschool.net



The Link School of the Arts admits students of any race, color, and national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school.

CALENDAR OF EVENTS

<p>July 1—Aug. 20 June 10</p>	<p>Early Mail-In Registration \$25 Detroit Institute of the Arts—Link company Performing at 1pm</p>
<p>June 11</p>	<p>Detroit Dance Race—Link Company Performing</p>
<p>July 11-22</p>	<p>Lower School Camp 5:00p – 8:30p</p>
<p>August 1-5</p>	<p>Upper School Master Classes 11am-3:30pm w/Steve Rooks & Lauren Anderson</p>
<p>August 5-7 August 19</p>	<p>Leadership Summit Unite Detroit Dance, Detroit Opera House—Link company Performing</p>
<p>August 20</p>	<p>Mandatory Link Teacher's Retreat 1pm—8pm</p>
<p>August 20 August 20</p>	<p>Registration Fee \$30 Open Registration 10am—1 pm (On-Site Class Uniform Ordering)</p>
<p>August 25-27</p>	<p>Detroit city Festival Choreographer's Showcase—Link Company Performing</p>
<p>August 27</p>	<p>Open Registration 10am—1pm (On -Site Class Uniform Ordering)</p>
<p>September 1 September 10</p>	<p>Tuition Payment #1 Due Open Registration 10am-1pm (On- Site Class Uniform Ordering)</p>
<p>September 10</p>	<p>Company Meeting with Parents 1:30pm—The Link Ballet</p>
<p>September 19</p>	<p>Classes Begin</p>
<p>October 1 October 1</p>	<p>Tuition Payment #2 Due The Link Ballet at Birmingham Community House “Michelle Ferguson Ministries Women’s Breakfast”</p>
<p>October 5-10 October 6-9</p>	<p>Link “Invite A Friend Week” Shizu Yasuda; guest Choreographer—The Link Ballet</p>
<p>October 21-23 (or 28-30)</p>	<p>Tapology Workshop—Flint Institute of the Arts</p>
<p>November 1 November 24-27 November 28</p>	<p>Tuition Payment #3 Due Thanksgiving Break Classes Resume</p>

CALENDAR OF EVENTS

CONT'D

December 1 December 12-17	Tuition Payment #4 Due Xmas Celebration Gift Exchange & Dress-Up Week
December 17	Company Christmas Party, Gift Exchange & Company Lock-In
December 19—Jan 4	Christmas Break
January 1 January 5	Tuition Payment #5 Due Classes Resume
February 1 February 11	Tuition Payment #6 Due Daddy/Child Dance—Primary Only
March 1 March 4	Tuition Payment #7 Due Oakmont Nursing Home 7p (Tentative Date)
March 13	Cherrywood Nursing Home 3p (Tentative Date)
March 11	Mommy/Child Dance—Primary Only
March 13-18	Teacher Appreciation Days!
April 14-22 April 24	Easter Break Classes Resume
May 8-13 May 13	Link T-Shirt and Casual Dress Week Last Day of Regularly Scheduled Classes
May 15-16	Photo Shoot
May 17-20, 22-24	In-Studio Rehearsals—TBD
May 26	LS Tech / Dress Rehearsal
May 27	US Tech / Dress Rehearsal
May 27	Spring Production— 7pm
May 28	Spring Production— 3pm
May 30-June 22	Cecchetti Intensive classes
June 23-24	Cecchetti Examinations 9am-5pm
July 10-21	Lower School Summer Dance Camp
July 10-28	Intermediate Master Class Series

SCHEDULE SUBJECT TO CHANGE

THE LINK FACULTY

Melissa Wenhold—Melissa Wenhold comes to us from East Greenville, PA with a wealth of knowledge in dance and teaching. She began her dance training at the age of six under Deanna Schubert, Founder and Artistic Director of Schubert School of Dance Arts. For the next fourteen (14) years she trained and performed in classical ballet, pointe, modern, jazz and tap. During her tenure at Schubert School of Dance Arts, she attended summer studies at the Pennsylvania Academy of Ballet, and Nutmeg Conservatory for the Arts. Melissa continued her dance training and graduated from the Lehigh Valley Charter High School for the Arts. Ms. Wenhold holds a BFA in dance from Belhaven University in Jackson Mississippi and served as part of teaching faculty for Pennsylvania Classical Ballet and Schubert School of Dance Arts. From 2010-2013 Melissa was a company member and choreographer with the J. Dance company in Bucks county, PA. In addition, she continues to expand her teaching experience through master studies at Belhaven University and Central Pennsylvania Youth Ballet Teachers Training. Melissa is extremely grateful for being a part of the Link Faculty for the past three years!

Bethany Lenhart—is currently a Fellow of the Cecchetti Council Of America, holding the Advanced Certification (FCCA). She serves as the First Vice President and current Liaison Coordinator of the Executive Board. Bethany has held the offices of President, Vice-President, Corresponding Secretary and General Board Chairman. She received the Sylvia Hamer/Margaret Marsh Scholarship and attended the Cecchetti Teacher's Course in England. She has choreographed for several regional dance companies in the USA and Canada and was associated with the former Flint Ballet Theatre. Bethany has received the Children's champion Award and is listed in the International Who's Who of Professionals. We are very excited that Bethany is a part of the Link Family and Faculty.

Joslyn Duncan— Alumni-turned-teacher, Joslyn Duncan, has been studying ballet since 3 years of age. First under the tutelage of Gail Hoekstra and then followed by Betty Mitchell and Susan Howard at the Link School of the Arts. Joslyn fell in love with The Link School of the Arts, completed her Cecchetti examinations through Grade 6, and continues to share her passion for dance with young boys and girls today as a proud member of The Link's staff.

She also has a degree in digital media design, which she utilizes in businesses all across southeastern Michigan, including her own Lovelle Designs & Photography.

Joslyn is married and is living happily ever after with her husband, Matthew, in Clarkston.

THE LINK FACULTY

Betty Mitchell — In 1976, Betty Mitchell began her early ballet training with Jean Nuccilli, (Southfield, MI), Leslie O'Day (Detroit, MI) and Rosemarie Floyd (Royal Oak, MI), while touring and performing with The Glory & Latter Rain Dance Companies. Currently she is coached by Rosemarie Floyd & Bethany Lenhart.

In 1986, Ms. Mitchell assumed the position of Director of Dance at Bethesda Christian Church, where she also instructed ballet classes. Performances at various large church and school events contributed to a rapid increase in enrollment which brought a significant awareness of Jesus Christ in dance in the metropolitan Detroit area.

In December, 1994—2002, Ms. Mitchell assumed the Director of Dance position at Kensington Community Church (Troy, MI) where a Performing Arts School was launched and classes offered in ballet, modern, jazz, tap & Ballroom. During her tenure at Kensington, Ms. Mitchell coordinated many collaborative events with local, regional and nationally recognized ballet and modern companies, such as Ballet Magnificat (Jackson, MS), Eisenhower Dance Ensemble (Oakland County, MI), Rosemarie Floyd Civic Ballet (Royal Oak, MI) and Houston Ballet Dancers (Southfield Millenium Center, Southfield, MI).

(2002-present), Currently Ms. Mitchell is Director of The Link School of the Arts and AD of The Link Ballet. As a non-profit 501 C3 arts organization, Kensington community church launched and provided the initial funds to establish the School. Operating as a separate entity with its own mission and infrastructure, high quality ballet instruction is offered as well as jazz, tap, modern and worship classes. Ms. Mitchell is a LCAA member of the Cecchetti Council of America (CCA) and is currently working on her ACCA and FCCA certification. She is also certified through Cecchetti USA as a LCUSA licentiate member.

From 1987—2016 Ms. Mitchell has presented more than 900 candidates for Cecchetti Examinations in Grades 1– 6 levels with 40% passing highly commended, 60% passing commended. Ms. Mitchell also instructs Advanced 7 and Diploma classes under the direction of Ms. Bethany Lenhart. She has also studied under master teachers; Priscilla Nathan Murphy, Andrew Murphy, Lauren Anderson, Victoria Vittum, Caleb Mitchell (Houston Ballet), Shawn Stevens (NYCB and Twyla Tharp), IBC Teacher's Training (David Howard), Steve Rooks, Evelyn Cisneros, and Sol Maissouinet.

In 2008, Ms. Mitchell instructed, mentored and coached a competitor at the CICB Competition in Calgary, Alberta, and the 2011 CICB Competition in Manchester, England.

Ms. Mitchell's students have placed in the top 12 of YAGP regional and national competitions. Ms. Mitchell attends Embassy Covenant Church in Troy, MI and gives all of the honor and praise of these accomplishments to the Glory of God!

THE LINK FACULTY

Susan Howard—Susan Howard received her early classical ballet training at the Doris Marsh School of Ballet. Earlier jazz and tap training were studied at the Judy Canary School of Dance. During this time Susan attended multiple dance workshops and summer intensives studying under Sylvia Palmer (Royal Winnipeg Ballet), Gus Giordano, Al Gilbert, Meribeth Kisner, Michael Donovan, Sherry Zunker, Ellen Carrington, Lisa Nowak and many others. Following her study, she went on to become a dancer with the Detroit City Dance Company, a professional modern dance company under the direction of Carole Morisseau. Plans to pursue a dance career in NY were thwarted when she accepted Jesus Christ as her personal Savior.

In 1984, Susan joined “The Glory Dancers”, a Christian interpretive ballet company that toured locally, regionally and nationally, communicating the Gospel message through dance. Susan was a ballet instructor for 7 years at the Bethesda Christian School of Dance and performed with the Latter Rain Christian Dance Ministry for 11 years. She then went on to teach ballet, tap, jazz, and modern for 7 years at Kensington Community Church School of Dance.

In 2002, Susan assisted Betty Mitchell in launching The Link School of the Arts, a 501c3 arts launch of Kensington Community Church. Susan also became a member of the Cecchetti Council of America, and has trained and presented more than 150 candidates for Cecchetti Examinations in Grades 1-3. She has attended numerous Cecchetti seminars as well as workshops including the 1998 IBC Teacher’s Workshop with David Howard, CICB 2011 Teacher’s workshop in Manchester, England, CICB 2014 Teacher’s Workshop in Richmond, Virginia and Master Classes at the Houston Ballet. During this time, she has also studied under master teachers: Lauren Anderson, Shawn Stevens, Priscilla Nathan Murphy, Andrew Murphy, Caleb Mitchell, Steven Rooks, Clara Cravey, Sol Nazario, Charmaine Hunter, and Evelyn Cisneros. Currently, Susan serves as a Ballet instructor at The Link School of the Arts.

THE LINK FACULTY

Sarita Mehta—Sarita began her early ballet training at Rochester School of Dance. At the age of twelve, she was selected to dance with The American Ballet Theatre in their production of *Le Corsaire*. At age 13, Sarita was accepted into the Michigan Ballet Theatre under the direction of Cornelia Sampson.

During her tenure with Michigan Ballet Theatre, Sarita felt a strong calling to dance for the glory of God and became one of the first members of Grace Dance Ensemble, a local Christian dance company, under the direction of DeAnne Essian. She is now co-director of Grace Dance Ensemble and has choreographed numerous pieces for the company as they currently minister at local churches and events. Sarita also runs the after school dance program at Franklin Road Christian School in Novi, Michigan.

Currently, Sarita heads the worship program at The Link and teaches worship classes from beginning A through advanced levels. She also teaches Mustard Seeds (*creative movement for 3 year olds*) and Pre-Ballet 1 and 2. Sarita has a huge passion for teaching young girls and boys to dance for God's glory. She believes it undoubtedly has the ability to change lives by its beauty and power.

Lauren Williams—Lauren began studying dance at the YMCA in Milwaukee, WI. After her family was relocated to Michigan she studied for the next twelve years with Creative Expressions Dance Studio in Flint. During her years there she rose to the position of choreographer and instructor, teaching tap, jazz and hip hop.

Lauren was selected and inducted into the nationally known Flintstone Hoofers as well as Village Ensemble. As a member of the Village Ensemble, Lauren was able to attend the annual conference on Black Dance. There she had the opportunity to study modern, jazz, and ballet. While dancing with the Flintstone Hoofers and under the tutelage of Mr. Alfred Bruce Bradley, Lauren was privileged to study with many of the tap greats, Lady Di (Diane Walker), the Nicholas brothers, Gregory Hines, Jimmy Slyde, and Savion Glover just to name a few. She also participated (teaching and performing) in the annual Tapology conference.

Lauren became a member of the "Righteous Movement" tap group and debuted on the Apollo.

Currently Lauren is a tap instructor for Staccato Dance Studio and Fem Fatale Dance Studio. She currently teaches beginners all the way up to advanced tap.

THE LINK FACULTY

Chela Dalco Nixon— Chela Dalco Nixon began her dance experience in the Detroit Public School System, where the dance curriculum was encouraged and supported by the school administration and the community. Her High School Dance Teacher Meredith Campbell became her mentor, exposing her to as much dance as she could inside and outside the systems structure. That encouragement and her own passion for dance led her to the Clifford Fears Dance Theatre after 2 years of College Level Dance exposure with Michigan State and Wayne State University. Dancing with Clifford Fears changed everything and began an intensive course of training that included Dunham, Horton, Graham and ballet. Although Dunham was the technique of record, it was the manner in which Mr. Fears infused the technique with other dance forms that was unique and left an indelible impression. Chela spend 3 years with Mr. Fears, becoming a principal performer. It was in this company that Chela met Carole Morisseau, whom she would later dance with for 13 years as part of the Detroit City Dance Company. While with DC2 she served as Assistant Artistic Director, soloist and Rehearsal Director. It was with Detroit City Dance Company that Chela traveled to Africa, Haiti, and across country. She is featured in the Emmy winning documentary Carole Morisseau and Detroit City Dance Company. Chela is currently serving as Board Member and Instructor at Jazz and Spirit Dance Theatre of Detroit, where teaching Dunham technique as she was taught and inspired by her Dance Master Clifford Fears is her joy. We are very excited to welcome Chela.

Isabella Hunter— Isabella Hunter has been a student at The Link School of the Arts since 2003. She has passed her Grades 1-7 Cecchetti exams and has been training in Diploma for two and a half years. Ms. Hunter began covering classes in 2012, and became an official substitute teacher in the fall of 2015. It is so exciting to see our babies grow and stay close to The Link Family!

MISSION, VISION AND PHILOSOPHY

MISSION

To inspire, encourage, and impact lives by communicating God's truth through the performing arts. We accomplish this mission by providing education, training and community outreach performances that draw people to Christ and bring Glory to God.

VISION

- A School where students receive the finest training available from teachers who are fully devoted to the Christian faith.
- An environment where students observe master teachers model a biblical integration of the arts, life and God.
- A program which regards the long process of disciplined training spiritually, physically socially and artistically as significant as the performance.
- A program that is known by the evidence of God working.
- A community where honest expression, real thinking and true creativity is encouraged, where mentors walk with but do not control.
- An arts school that extends from the community, to the nation and into the world.
- An opportunity for people of all cultures, ages, skill levels and experience to participate in the arts.
- A place that embraces people to whom God is irrelevant and walks with them in their journey toward God.
- An arts school that promotes God alone as the giver of true beauty and creative expression. We contribute all praise, glory and honor to Him.

PHILOSOPHY

We believe that the arts are a gift from God and one of His most beautiful forms of expressions. It is also a wonderful means of communication and a dynamic tool in releasing human emotion. At The Link School of the Arts, we place a high value on the arts and are committed to excellence in these mediums.

BULLETIN BOARDS

In order to minimize rising postage costs, we are asking all families to please check The Link bulletin boards on a regular basis. The bulletin board serves as a key communication tool in keeping abreast of upper and lower school information. It also provides current information regarding rehearsal times, upcoming events, community news, fundraisers, class schedule changes and other pertinent information.

STATEMENT OF FAITH

THE BIBLE

The sole basis of our belief at The Link is the bible, composed of the 66 books of the Old and New Testament. We hold that the Scriptures are infallible and inherent in the original manuscripts. They are the unique, full, and the final authority on all matters of faith and practice and there are not other writings similarly inspired by God.

GOD

We believe that there is one true, holy god, eternally existing in three persons — Father, Son, and Holy Spirit — each of Whom possesses equally all the attributes of deity and the characteristics of personality.

SALVATION

The central purpose of God's revelation in Scripture is to call all people into fellowship with Himself through the shed blood, resurrection and soon return of Jesus Christ.

LOWER & UPPER SCHOOL CLASSES

Primary w/Tap

Ages 3 to 5 years

This class serves as an introduction to the classroom and body movement. Repetition of movements and combinations help to increase listening and visual skills. Flexibility becomes a high priority.

Standards Work

Ages 6+ years

These classes are a combination of introduction to classical ballet training along with alternating months of tap and jazz. Technique and foundational work is done as well as combination movements and short character dances. These classes serve as both a preparation for serious Cecchetti ballet work as well as a recreational ballet dance outlet.

- Standard 1 ages 6-7
- Standard 2 ages 7-8
- Standards 3-7 ages 9+

Beginning Cecchetti Work

Ages 9+ years

Preparation for Cecchetti Exams. Students should have 2 previous years of ballet training and have achieved a satisfactory command of beginning ballet vocabulary, basic barre exercises, basic port de bra and center floor work.

- **Grade 1** Students are required to take 2 syllabus classes per week.
- **Grade 2** Students are required to take 2 syllabus classes per week.
- **Grade 3** Students are required to take 3 syllabus classes per week. Students on this level also begin pre-pointe training and graduate to pointe work by the end of the school year.

Worship Classes for Standard 2/3 through Grade 3 Ballet

These classes require enrollment in ballet. Students will learn and perfect dances each week with a short devotional, for the purpose of performing at nursing homes, churches and our spring productions every other year.

Worship Class for Grade 4 Level and Up

These classes are for all Intermediate, advanced and pre-professional track students. They will give aspiring dancers the opportunity to perform in churches and communities as a vehicle for spreading the gospel and encouraging the body of Christ.

Intermediate Ballet

Ages 12+ years

Students who aspire to this level should have passed a Grade 3 Cecchetti exam, or have previous classical ballet training commensurate to a beginning intermediate level dancer. Phrasing, dynamics, and overall artistry to steps previously learned will be introduced. Students will learn more complex combinations, strive towards excellence in performance, continue to strengthen demi and beginning level pointe with a focus on increasing balance. The required number of ballet syllabus and non-syllabus classes per week increases to 3 or 4, depending on the skill level of the student. Consequently, it will be at the Director's discretion, and parental conferences to make that determination. Intermediate Ballet begins with Grades 4 and 5.

- **Grade 4** Students are required to take Cecchetti syllabus classes and at least 1 non-syllabus ballet class per week. Director's discretion will prevail.
- **Grade 5** This is the first of the professional level exams. Students are required to take syllabus ballet classes and 1 non-syllabus ballet classes per week. The Director's discretion will prevail.

Advanced Ballet

Ages 14+ years

Students must have passed a Grade 4 exam, and in some instances a Grade 5 exam. At this level, the student is studying a minimum of 4 ballet classes per week along with Advanced Modern and Bible Study. Advanced ballet is for students who want to pursue a high level of classical training. This program is for students that are serious about the study of ballet and is approximately a 2-4 year program structured to train students to a pre-professional level.

- **Grade 6** Intermediate Professional Exam. Students are required to take syllabus ballet & non-syllabus ballet classes.
- **Grade 7** Advanced Professional Exam. Students are required to take syllabus ballet & non-syllabus ballet classes.

Pre-Professional Ballet Track

Ages 16+ years

This level is by audition only or at Director's discretion. It is designed for the advanced dancer who desires to further their advanced training and/or prepare them for a professional career in dance. The student will learn excerpts/variations from major ballets, choreography, make-up, costuming, partnering, and the highs and lows of professional conduct in and out of class. This level requires a minimum of 4 ballet classes per week along with Advanced Modern and Bible Study. This program is approximately a 2-3 year program.

- **Diploma** (Grade 8 Diploma Exam). Students are required to take syllabus ballet & non-syllabus ballet classes.

SPECIALS

Modern Dance

Modern dance is a contemporary dance technique which promotes dramatic expression and individuality. Emphasis is placed on learning and developing particular technique and movements that are unique to the Horton, Dunham, Graham, and Limon forms of dance. The technique includes barre and center floor exercises in a series of movements, patterns, isolations, and progressions.

Advanced Modern

This level is designed for the students studying Cecchetti Grades 6 and up. For participation in this class for a lower level student, entrance will be at the discretion of the Director.

Tap

These classes include the Hoofing Style of tap dancing. Exercises begin with the 12 basic tap steps, time steps, combinations, and turns. Students will be challenged musically as they explore this movement to Gospel, contemporary Christian, Big Band and Swing music formats. Classes are offered in the Beginning, Intermediate and Advanced levels.

DRESS CODE

Mustard Seeds

Girls: Sleeveless, scooped neck, tank-skirted leotard (Motionwear 4311, Cotton, Color: Pink) pink tights, pink Capezio Hanami (#2307) ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt and black bike shorts, thin white socks, black ballet slippers.

Primary

Girls: Sleeveless, scooped neck, tank-skirted leotard (Motionwear 4311, Cotton, Color: Butter) pink tights, pink Capezio Hanami (#2307) ballet slippers, black tap shoes.

Boys: White, short-sleeved, form-fitting crewneck T-shirt and black bike shorts, thin white socks, black ballet slippers, black tap shoes.

Standard 1

Girls: Sleeveless, scooped neck, tank-skirted leotard (Motionwear 4311, Cotton, Color: Pink) pink tights, pink Capezio Hanami (#2307) ballet slippers, black tap shoes.

Boys: White, short-sleeved, form-fitting crewneck T-shirt and black bike shorts, thin white socks, black ballet slippers, black tap shoes.

Standards 2, 3, &4

Girls: Sleeveless, scooped neck, tank-skirted leotard (Motionwear 4311, Cotton, Color: Black) pink tights, pink Capezio Hanami (#2307) ballet slippers, black tap shoes.

Boys: White, short-sleeved, form-fitting crewneck T-shirt and black bike shorts, thin white socks, black ballet slippers, black tap shoes.

Grade 1 Ballet

Girls: Boatneck leotard (Motionwear 2110, SilkSkin, Color: Navy) pink tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black bike shorts with thin white socks or black tights, black split-sole ballet slippers.

Grade 2 Ballet

Girls: Boatneck leotard (Motionwear 2110, SilkSkin, Color: Maroon) pink tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black bike shorts with thin white socks or black tights, black split-sole ballet slippers.

Grade 3 Ballet

Girls: Boatneck leotard (Motionwear 2110, SilkSkin, Color: Hunter) pink tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black bike shorts with thin white socks or black tights, black split-sole ballet slippers.

DRESS CODE

Grade 4 Ballet

Girls: Seamed Camisole leotard (Motionwear 2518, SilkSkin, Color: Sunset Coral) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Grade 5 Ballet

Girls: Seamed Camisole leotard (Motionwear 2518, SilkSkin, Color: Royal Blue) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Grade 6 Ballet

Girls: Seamed Camisole leotard (Motionwear 2518, SilkSkin, Color: Maroon) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Grade 7 Ballet

Girls: Seamed Camisole leotard (Motionwear 2518, SilkSkin, Color: Hunter) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Diploma Ballet Class

Girls: Seamed Camisole leotard (Motionwear 2518, SilkSkin, Color: Ultraviolet) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Intermediate Non-Syllabus Ballet Class

Girls: Aspire! Camisole dress (Mirella M201L2, Color: Garnet) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Advanced Non-Syllabus Ballet Class

Girls: Seamed Camisole leotard (Motionwear 2518, SilkSkin, Color: Black) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.

Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

DRESS CODE

Pre-Professional Non-Syllabus Ballet Class

Girls: Aspire! Camisole dress (Mirella M201L2, Color: Light Blue) pink seamed tights, pink Capezio Hanami (#2307) split-sole ballet slippers.
Boys: White, short-sleeved, form-fitting crewneck T-shirt, black split-sole ballet slippers.

Company Class

Girls: Black leotard (no criss-cross or multi-strap backs, halters, crew-cut, zippers, lace, mesh, holes, low-cut bodice, thong or jazz cut leg line), pink tights, split-sole ballet slippers.
Boys: White, short-sleeved, form-fitting crewneck T-shirt; black tights, black split-sole ballet slippers.

Worship Class

Girls: May wear a georgette/crepe classical ballet skirt over their leotard
Boys: Can wear dance pants over their tights/bike shorts

Tap Class

Girls: May wear a skirt or dance pants
Boys: Can wear shirt & dance pants

Modern Class

Girls: Leotard with pink convertible or footless tights
Boys: White, short-sleeved, form-fitting crewneck T-shirt; Leggings or footless tights
Hip Hop Class
Loose fitting hip hop dance clothing, modes, midriff covered

Jazz Class

Girls: May wear a skirt or dance pants
Boys: Can wear shirt & dance pants

Stretch Class

Ballet classwear with warm-ups

Pointe class

Girls may wear a georgette/crepe classical ballet skirt over their leotard, matching color preferred

REASONS FOR PROPER CLASSICAL HAIR ETIQUETTE

- The correct placement of a dancer's head and neck are extremely important. The teacher must see the proper placement of head, neck and shoulders to give corrections when necessary.
- Hair that is not put up correctly is a distraction to the dancer and teacher and takes away from learning and performing.
- Incorrect hair placement affects the balance of the dancer, especially during turns.
- Bangs or any other hair in face creates unwanted shadows on face when performing under stage lights.
- Appearance for ballet becomes as much a part of the classroom as the art of dance. It takes years of practice to learn grooming for a professional standard.
- Students feel more at ease and confident about themselves when they are well groomed and prepared. These qualities come across in performance.

Any credible classical ballet school requires students to wear hair up and be dressed in appropriate attire. Some schools even consider it disrespectful to the teacher if the dress code is not adhered to.

INSTRUCTIONS ON MAKING A CLASSICAL BUN

Materials List: Hairspray or hair gel, Hair pins, Bobby pins, Elastic band (hair colored or clear) Comb and brush, Hair net (fine—should be same color as hair)

- 1)** To start the process, wet your hands and the hair with water. This will give you better control over the hair. Gather the hair and pull it back. Apply hair gel if you need more control over the hair.
- 2)** Use a hair brush to smooth out rough or uneven areas. Form a pony tail by bringing hair up from the jaw line to the back of the head. The placement of the pony tail determines the placement of the bun. (Students with shorter hair may need to have a lower bun. Others should have a bun that is not on top of the head, but not at the nape of the neck) Use an elastic hair band to secure the pony tail.
- 3)** Apply more water or gel to keep the hair neat, and twist the pony tail.
- 4)** Use hair pins all around the coil to secure it to the rest of the hair. Slide each pin through the outer part of the coil, then into the base of the bun. Coil the pony tail into a tight circle.
- 5)** Wrap a fine hair net around the bun. Keep twisting and wrapping so that the hair net tightly secures the bun. Add a few more pins.
- 6)** With long thick hair, you may end up with a bun that will protrude too much. A flatter bun is preferable. To flatten, remove all pins; the hair net will hold the bun. Then flatten the bun, and re-pin all around the bun.
- 7)** For extra hold, when the bun and hair are all secure, use hairspray.

SCHOOL REGISTRATION PROCESS

Students may register in the following ways

- By mail, at Open Registration and on the first day of class

The registration process requires:

- Completed registration form for each student
- Signed Code of Conduct Agreement for each student
- Registration Fee (one per family 8/14 - \$25, after 8/14 - \$30)
- Payment in full or Payment #1 of Payment Plan (See page 20)

OPEN REGISTRATION DATES

August 20	10:00am-1:00pm
August 27	10:00am-1:00pm
September 10	10:00am-1:00pm

SCHOOL YEAR BEGINS:	Monday, September 19
SCHOOL YEAR ENDS:	Saturday, May 13

IMPORTANT INFORMATION

REFUNDS

The Link School of the Arts has adopted a NO-REFUND POLICY

METHODS OF PAYMENT

- Checks, Cash and Credit Cards
- All Major Credit Cards through the “payments” link at www.artsatthelink.org or at the front desk.

RECITAL COSTUME FEES

The Link has a recital every other year. Costume fees will be assessed in the months before a performance.

INSUFFICIENT CLASS ENROLLMENT

The Link School Of The Arts reserves the right to cancel classes due to insufficient enrollment.

OTHER INFORMATION

- For class cancellations due to inclement weather condition, please call The Link voicemail and check the Link Facebook page and website
- Absences, class cancellations and make-ups may be taken in other classes
- Classes for Cecchetti Exams begin the week following the end of school session.

FORMAL COMMUNICATION PROCESS

The formal communication and information process at The Link School of the Arts Will be through e-mail, voice mail, bulletin boards, website and The Link Facebook page

POLICIES AND PROCEDURES

REGISTRATION AND TUITION

- Each summer new class schedule brochures are listed on the website and e-mailed. A revised class schedule will be posted after fall session begins.
- A registration form is required for each student. Forms may be obtained from our administrative office or the current registration brochure.
- Students who register by August 20 will pay a registration fee of \$25. Students who register after August 20 will pay a registration fee of \$30.
- First tuition payment is due on September 1.
- Please refer to the payment schedule in the class schedule brochure for class schedules, payment amounts and due dates.
- All questions regarding tuition payments should be directed to the Financial Director, Heather Kronenberg @ 248-733-0200 or e-mail The Link.

CLASS CLOSURES

The Link School of the Arts reserves the right to cancel classes due to insufficient enrollment. Students will be notified by telephone if a class is cancelled.

TUITION PAYMENTS

The tuition payment system is set-up as follows:

15% due September 1
15% due October 1
15% due November 1
15% due December 1
15% due January 1
15% due February 1
10% due March 1

- If tuition payment is 10 days past due, a late fee of 10% of payment due will be assessed.
- If payment is 30 days past due, student will not be allowed to return to class until payment plus late fee has been paid.
- Payments may be mailed to: The Link School of the Arts, 1077 Rankin Street Troy, MI 48083-6024
- Payments must be made whether a student is absent or not. When a student is absent, we encourage utilization of the make-up policy.

WITHDRAWING FROM CLASSES

If a student is dropping out of a class, it is the student's responsibility to notify the administrator. ***FAILURE TO NOTIFY THE ADMINISTRATOR OF A DROPPED CLASS WILL RESULT IN THE STUDENT AND OR FAMILY CONTINUING TO BE FINANCIALLY RESPONSIBLE AND BILLED FOR THOSE CLASSES.***

SCHOOL BREAKS

Thanksgiving: Thursday, 11/24 - 11/27 – Classes Resume Monday, 11/28

Christmas: Monday, 12/19 - 1/4/17 – Classes Resume Thursday, 1/5/17

Easter Break: Friday, 4/14 - Saturday, 4/22 – Classes Resume Monday, 4/24

ABSENCES

- When a student is going to be absent from class, please inform The Link.
- When an absence occurs, the student should use our make-up policy.

TARDIES

When tardy, a student should enter quietly, sit on the side and wait for the teacher to acknowledge them and give instructions. A student who misses the first few exercises in class runs the risk of injury due to improper “warm-up” and class distractions.

MAKE-UP POLICY

If a student misses a class, a make-up class can be made at anytime during the year in any class. Please notify the teacher in charge when you are making up a class.

EMERGENCY CLOSINGS

When school is closed due to inclement weather or other reasons, please call The Link studios for up-to-date information/instructions regarding classes for that day. Also, check for notifications on the Link website at artsatthelink.org and the Link Facebook page.

CODE OF CONDUCT AGREEMENT

- A copy of the Code of Conduct Agreement (see page 24) must be signed by parent and student and returned to The Link. Copies are available in the Kiosks located in the Foyer of the Studios

VIOLATION OF DRESS CODE

- Proper dress is required to participate in class. Please refer to page 18 for hair and dress code.
- If improperly dressed, the student will be asked to leave class and to get properly dressed.

DAILY CLASS PROCEDURES

- During class, absolutely no talking among students will be permitted. Students are encouraged to ask questions that are relevant to the correction being made. Questions will be answered at the discretion of the teacher. A student who abuses this policy will be asked to leave the class.
- Students are not permitted to sit or hang on the barres. Accidents could occur and equipment damaged thus resulting in injury and costly repairs.
- Students are not allowed to sit down or leave the studio without permission.
- Students may not chew gum during class.
- Students should use the bathroom before class. Students will be allowed to use restroom during class on emergency basis only.
- If a student has injury and needs to wear warm-ups, etc., permission must be obtained from teacher. After plies, all warm-ups must be removed.
- No jewelry: rings, earrings, wristbands of any kind are allowed.
- Students should not wear ballet shoes outside of building. Oil and dirt from the street/sidewalk will make the floor slippery.

POINTE SHOE POLICY

Each student is different and will be considered individually for pointe work. Damage caused by attempting pointe work too early can cause stress fractures, possible deformity of the feet later in life, and tremendous, unnecessary discomfort.

The eligibility requirements of a dancer being considered for pointe are:

- Natural stretch and bend of the ankle.
- Ability to hold turnout from the top of the leg.
- When foot is fully stretched, a straight line is formed from the knee through the metatarsal arch.

- Strongly encouraged, but not mandatory, completion of Grade 2 examination.
- Back and thigh muscles are strong to keep body lifted out of hips and off feet.
- Legs must be completely straight. Legs that are not straight are a possible indicator of muscle weakness or bone structure.
- A minimum of two ballet classes per week is required to study pointe work.

OTHER PERTINENT INFORMATION

LOST AND FOUND

All articles found at the Link property will be placed in the "Lost and Found" bin located in the back waiting room. Unclaimed articles will be discarded often.

SHOE EXCHANGE BOX

When a student outgrows their dance shoes, they may exchange for a larger size from the Shoe Exchange Box in the back waiting room. Shoes should be in good condition.

CECCHETTI EXAMS

- Exams will be taken at teachers discretion
- Practices begin the first week following the last week of regular classes. Cost for classes will be determined.
- The theory book is included in the student's tuition.
- Exams will be in June.

SUPERVISION OF CHILDREN

All children must be supervised by parents. ***ABSOLUTELY NO rough playing or running is allowed in the classrooms or lobby of the school. Parents/students not adhering to this rule will automatically give teachers and administrators the right to ask your children "to cease" immediately. (Proverbs 15:22)***

COATS AND CLOTHING

All coats, boots, clothing, bags, etc. must be placed in the bins in the back room or in the closet in the front lobby. All articles left on chairs while students are in class will be removed and placed in the bins by our administrative staff.

FUNDRAISING

For lack of time, all fundraising activities have been eliminated at The Link School Of The Arts. With the exception of minor fundraising activities that require little or no involvement.

EATING AND DRINKING

All students and parents are welcome to eat and drink in the lobby. Praise God for a beautiful facility. Help us to keep it clean and in excellent condition by adhering to the following:

- ***Absolutely no red or purple drinks*** are allowed in the lobby. Please keep our facility clean by disposing of left over food and paper immediately after eating and drinking.
- ***Absolutely no alcoholic beverages or smoking*** allowed on the premises.

VOLUNTEERS

The Link has many volunteer opportunities. Please inquire at the front desk, or by calling the studio during office hours.

CODE OF CONDUCT AGREEMENT

1. The Link uses hands-on correction for training in ballet technique to aide students in obtaining and finding proper body alignment and placement.
2. Students should be on time and ready to participate when class begins.
3. When tardy, a student should enter class quietly and wait for instructions.
4. When a student is absent from class, the student should use the make-up policy.
5. Students are expected to show courtesy to other students at all times.
6. Students are not allowed to talk to other students during class.
7. Students are not allowed to chew gum in class.
8. Students are not allowed to sit down or leave class without permission.
9. Upper School students are allowed water bottles in class, Lower School students are not. Cans, cups and mugs are not allowed.
10. All students are required to use the bathroom before attending class.
11. **All students must adhere** to the appropriate dress code. **NO EXCEPTIONS**
12. When teacher is making corrections to the class or individually, all students should continue working to apply themselves.
13. All Intermediate and Advanced students are required to stretch and condition.
14. All hair must be neatly pulled back, of face and neck for all classes.
15. For ballet classes, classical hair code is **required** and will be enforced.
16. Rings and stud earrings are the only jewelry allowed.
17. ALL STUDENTS ARE EXPECTED TO RESPECT AND SHOW COURTESY TO ALL IN AUTHORITY AT ALL TIMES! Violation of this rule will result in the student being asked to leave the class.