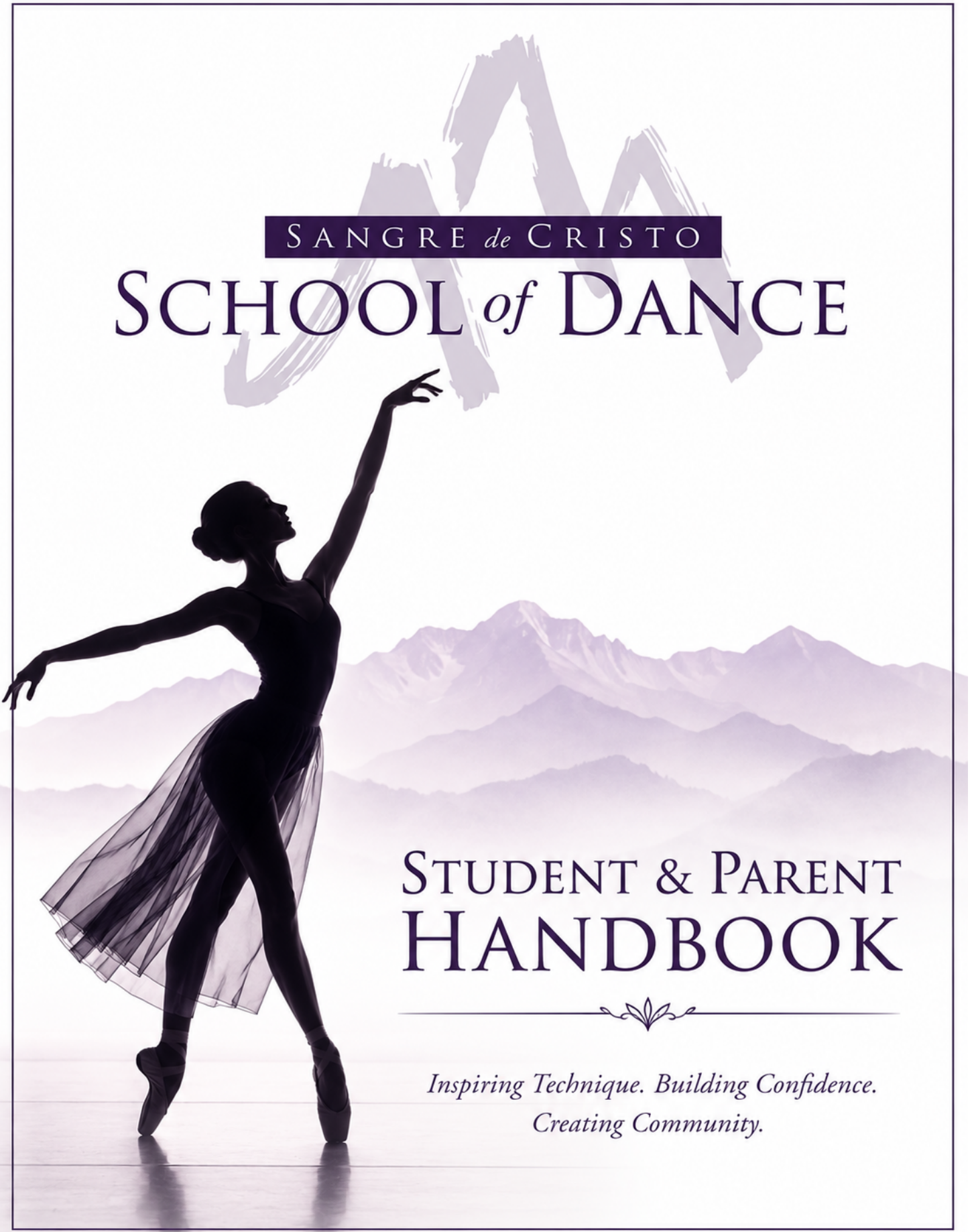




SANGRE *de* CRISTO

SCHOOL *of* DANCE

STUDENT & PARENT HANDBOOK

*Inspiring Technique. Building Confidence.
Creating Community.*

Sangre de Cristo School of Dance

Parent and Student Handbook 2026-2027

Welcome to the 2026–2027 academic year at the Sangre de Cristo School of Dance. We look forward to working with you this year and, we hope, for many years to come.

The Sangre de Cristo School of Dance was founded in 1972 as one of the original educational programs of the Sangre de Cristo Arts Center. For more than five decades, the School of Dance has provided Southern Colorado with exceptional dance education while remaining true to its founding belief that the arts are an essential part of a complete education.

At the Sangre de Cristo School of Dance, we believe dance education extends far beyond the studio. Through disciplined training, artistic exploration, and a supportive community, students develop not only as dancers, but as thoughtful, confident, and compassionate individuals prepared to contribute meaningfully to whatever paths they choose in life.

The hallmarks of our program are:

- An environment built on respect, kindness, accountability, and encouragement, where students are challenged to pursue excellence while feeling safe to learn, make mistakes, and grow.
- Teaching practices informed by current research in dance pedagogy, anatomy, and dance medicine...to promote healthy, sustainable development.
- A comprehensive dance curriculum that is developmentally appropriate, progressive, and sequential in each genre taught.
- Attention to the total development of each student regardless of their latent abilities or future aspirations as dancers.

Professional-level training for students who aspire to careers in dance and the performing arts.

This handbook is intended to serve as a resource throughout the year, answering common questions and helping your family navigate a rewarding and successful experience at the School.

Please take a few moments to read this handbook and keep it available for reference throughout the year. The policies and procedures outlined here are intended to foster a positive, respectful, and productive partnership between families and the School. Together, clear communication, mutual trust, and a shared commitment to

each student's growth allow us to provide the exceptional dance education you expect and your child deserves.

Whether your student dreams of a professional career in dance or simply seeks the joy, discipline, and confidence that dance can inspire, we are honored to be part of their journey. We look forward to our journey together.

All the best,

Nan Wainwright
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Administrative Assistant
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Table of Contents

1. ENROLLMENT.....	1
Important Dates.....	1
Fall Semester.....	1
Nutcracker Season.....	1
Spring Semester.....	2
Dates and events are subject to change. Families will be notified promptly of any updates...	2
Holiday Closures.....	2
Class Levels.....	3
Registration.....	3
Pricing.....	4
Discounts.....	7
2. ATTENDANCE AND STUDENT PROGRESS.....	8
Maximum Absences.....	8
Makeup Classes.....	8
Student Evaluations and Promotions.....	8
Private Lessons.....	9
Assisting a Class.....	10
3. STUDIO POLICIES.....	11
Arrival and Dismissal Procedures.....	11
Security.....	11
Parent Observation.....	12
Cell Phone Policy.....	13
Photographing and Videos.....	13
Additional Classroom Policies.....	13
Lost and Found.....	13
Food and Drink.....	14
Outside Attire.....	14
Class Cancellation Policy.....	14
4. STUDENT CONDUCT AND STUDIO ETIQUETTE.....	15
Respect.....	15
Professional Behavior.....	15
Preparation.....	16
Courtesy.....	16
Studio Etiquette.....	17
Parent Etiquette.....	17
Parent Observation.....	18
Parent Communication and Partnership.....	18
Respect for Faculty and Other Families.....	19
What to Bring to Class.....	20

Outside Attire.....	20
5. HEALTH AND SAFETY.....	21
Weather Policy.....	21
Illness.....	21
Injury.....	22
Medical Emergencies.....	22
Medications.....	23
Emergency Notifications.....	23
Emergency Contact Information.....	24
6. DRESS CODE/UNIFORM REQUIREMENTS.....	25
7. GENERAL PERFORMANCE POLICIES.....	26
Eligibility for Participation.....	27
Attendance Expectations.....	27
Rehearsals.....	27
Performance Fees.....	28
Costumes.....	28
Performance Conduct.....	28
Parent Responsibilities.....	29
8. COMMUNICATION.....	30
Contact Information.....	30
Website.....	30
Social Media.....	30
9. FINANCIAL POLICIES.....	31
Purpose.....	31
Annual Tuition Commitment.....	31
Tuition Payment Options.....	31
Withdrawal Policy.....	31
Medical Withdrawal.....	32
Tuition Refunds.....	32
Late Payments.....	32
Delinquent Accounts.....	32
Returned Payments.....	32
Written Withdrawal.....	32
Handbook Acknowledgment Form.....	33

Policy Interpretation

The School of Dance reserves the right to interpret, modify, or make exceptions to these policies when circumstances warrant. Any exceptions are granted solely at the discretion of the School of Dance administration and do not establish precedent for future decisions.

1. ENROLLMENT

Important Dates

August 17, 2026–May 29, 2027 Academic Calendar

Fall Semester

August 17, 2026	Fall Semester Begins
September 7, 2026	Labor Day – School Closed
October 12, 2026	Columbus Day – School Closed
November 11, 2026	Veterans Day – School Closed
November 22–28, 2026	Thanksgiving Break – No Classes
December 7, 2026 – January 3, 2027	Winter Break – No Classes

Nutcracker Season

November 17,18 & 21, 2026	Nutcracker in the Nutshell
December 7-13, 2026	Warm-Up Classes (Levels 3–8)
December 10–13, 2026	<i>The Nutcracker</i> Performances

Please Note: Students participating in *The Nutcracker* will receive a detailed rehearsal and performance schedule.

Spring Semester

January 4, 2027	Spring Semester Begins
January 18, 2027	Martin Luther King Jr. Day – School Closed
February 15, 2027	Presidents Day – School Closed
March 22–28, 2027	Spring Break – No Classes
April 16 and 17, 2027	Spring Community Performance- Alice in Wonderland
May 28, 2027	Spring Recital- Levels 1-8
May 29, 2027	Spring Recital Entire School
May 29, 2027	Last Day of Spring Semester
May 31, 2027	Memorial Day – School Closed

Dates and events are subject to change. Families will be notified promptly of any updates.

Holiday Closures

Full campus closure , no class or rehearsals.

September 7, 2026- Labor Day
October 12, 2026 -Columbus Day
November 11, 2026- Veteran's Day
November 23-29, 2026- Thanksgiving Break
December 7, 2026-January 3,2027 - Winter Break
January 18,2027 -Martin Luther King Jr. Day
February 15, 2027 - President's Day
March 22-28, 2027 - Spring Break
May 31,2027-Memorial Day

Class Levels

Ages: We offer classes for children as young as 18 months to adults of all ages.

Our programs include:

- Early Education (up through Pre-Ballet 3)
- School Division – Ballet Levels 1-8
- Open and Adult Classes in various dance and fitness modalities.

Please see our Class Catalog for a complete description of programming and classes.

Registration

To register and save a spot in class, please complete either the online registration at a link provided below or request and turn in a paper copy to the dance office. Your place in class is reserved on a first-come, first-served basis. Those seeking a place in classes that sell out early may be asked to pay a registration fee to reserve a place in class.

Online registration is available through your Danceworks account. This portal also gives you access to our policies & waivers, your account balance, and provides to us information such as guardian contact information, allergies, etc. If you are new to our studio, follow the link that best suits your needs:

general login for those who already have an account:

<https://app.akadadance.com/customer/login?schoolId=AK603966J>

For those who need to create an account::

<https://app.akadadance.com/customer/login?schoolId=AK603966J&c=1>

For those who need to activate an inactive account:

<https://app.akadadance.com/customer/login?schoolId=AK603966J&a=1>

If you have an account and /or need to change your password:

app.akadadance.com (customer login)

The school of dance office will process registrations as they are received and will close classes as they reach capacity. To ensure a slot in a class, we recommend that you register at your earliest opportunity.

Pricing

Tuition and Program Packages

The Sangre de Cristo School of Dance offers a progressive curriculum designed to support each student's development. Tuition is based on enrollment for the entire academic year (August–May).

Families may choose to pay tuition:

- In one annual payment, or
- Through eight monthly installment payments.

Please note that installment payments are a payment option for the full academic year's tuition and do not represent monthly enrollment.

Early Education Division (Ages 18 Months–6 Years)

Program	Annual Tuition	8 Installment Payments
Dance With Me	\$400	8 payments of \$50
Pre-Ballet 1	\$400	8 payments of \$50
Pre-Ballet 2	\$400	8 payments of \$50
Pre-Ballet 3	\$480	8 payments of \$60

Placement is based on the student's age as of October 1

School Division

Ballet Levels 1–8

Level	Annual Tuition	8 Installment Payments	Training Package Includes
Ballet 1	\$480	8 payments of \$60	One Ballet class
Ballet 2	\$880	8 payments of \$110	Two Ballet classes
Ballet 3	\$1,360	8 payments of \$170	Two Ballet classes and one included elective
Ballet 4	\$1,760	8 payments of \$220	Four Ballet classes, Modern, Jazz, and one included elective
Ballet 5	\$2,000	8 payments of \$250	Four Ballet classes, Modern, Jazz, Character, and one included elective
Ballet 6–8	\$2,400	8 payments of \$300	Five Ballet classes, Contemporary/Modern, Jazz, Variations, Partnering, Character, and unlimited electives

Placement is based on teacher recommendations from previous session or placement class for new students

Elective Classes

Elective offerings vary by level and instructor recommendation and may include:

- Hip Hop
- Tap
- Jazz
- Modern
- Contemporary
- Character
- Pilates for Dancers
- Yoga for Dancers
- Variations
- Partnering

Additional elective classes beyond those included in a student's tuition package are available for \$10 per class, per week, subject to level placement and instructor approval.

Payment Options

Families may select one of the following payment plans:

Annual Payment Full tuition due by September 1 (no processing fee).

Semester Payments Two payments due September 1 and January 8 (\$5 *processing fee per payment*).

Eight-Installment Plan Eight scheduled payments due throughout the academic year (\$5 *processing fee per payment*).

Important: Enrollment is for the full academic year. Selecting the installment plan does not create a month-to-month enrollment agreement. Families remain financially responsible for the full annual tuition in accordance with the School's Tuition Agreement and Financial Policies.

Adult Program:

5 one hour class Punch Card: **\$60.00**

10 one hour Class Punch Card: **\$120.00**

20 one hour Class Punch Card: **\$200.00**

10 one and a half hour class Punch Card : **\$150**

Punch cards are not eligible for reimbursement.

*Belly Dancing - not eligible for punch card (paid directly to the teacher)- please inquire about the price

Drop-in fee: \$15.00 per class (for adult classes and pre-professional students of levels 7-8)

Class series: Swing Dance: (series of 6 classes)

Individual - \$72.00

Couples- \$120.00

Drop in per person per class -\$15.00

Performance Fees

Nutcracker Performance Fee: \$50.00 per participant

Spring Performance Fee: \$50.00 per participant (participation for intermediate/advanced students by invitation only)

Recital Performance Fee: \$40.00 per participant (open to all enrolled students)

Participation in our performances is optional. If participating, the following performance fees must be paid by their due date

Registration fee (per family) : \$25.00 (non-refundable) , due with the first payment.

Discounts

SDC Membership: 10% off the full cost of tuition for families with a current Sangre de Cristo Arts Center membership

Alumni Discount - 25 % discount on all classes except Belly Dancing.

Family unlimited rate: 8 payments of \$450 (only if your full amount per school year exceeds \$3600 after all applicable discounts) a \$5.00 processing fee will be applied per transaction if you pay in installments.

Scholarships - Some need-based scholarships are available for eligible students. Scholarships cover basic classes recommended for the level, only, not for additional electives. Students who receive a scholarship must commit to a full year of classes and must follow attendance requirements. Families must stay current with payments of the reduced tuition. Failure to attend classes or two missed tuition payments may result in the revocation of the scholarship.

2. ATTENDANCE AND STUDENT PROGRESS

Regular attendance is essential for safe technical development, consistent progress, and performance readiness.

Please report all absences by contacting the School of Dance Office:

Phone: (719) 295-7221

Email: schoolofdance@sdca-arts.org

Maximum Absences

Early Education Division

(Dance with Me and Pre-Ballet)

Students may miss up to **eight (8)** classes during the academic year.

Levels 1–8

Students may not miss more than **20% of scheduled classes** in order to remain eligible for promotion to the next level.

Excessive absences may also affect eligibility to participate in performances.

Makeup Classes

Students who miss class may schedule a makeup class within the same semester.

Makeup classes:

- must be scheduled through the School of Dance Office
- must be taken at or below the student's current level
- may not be used to create an alternate or personalized class schedule

To arrange a makeup class, email:

schoolofdance@sdca-arts.org

Tuition is not refunded for missed classes.

Student Evaluations and Promotions

Student placement is determined individually based on technical development, maturity, attendance, work ethic, and readiness for the next level.

In general:

- Promotions occur at the beginning of each academic year.
- Mid-year promotions are not standard practice.
- It is common and expected for students to remain at the same level for more than one year as they develop.

Written evaluations and placement recommendations will be issued at the conclusion of the academic year.

Private Lessons

Private instruction is intended to supplement—not to replace a student's regular course of study.

Private lessons:

- require approval by the School of Dance
- are available only to students whose tuition accounts are current
- must be paid in full prior to the lesson

To schedule a private lesson:

1. Email schoolofdance@sdca-arts.org
2. If requesting a specific instructor, please confirm the instructor's availability before submitting your request.

Rates

- 60 minutes: \$60
- 30 minutes: \$30

Times Available for Privates

- Monday and Thursday: 3:30–4:30 PM
- Friday: 1:00–2:00 PM

Assisting a Class

There are limited opportunities for students who are interested in learning about teaching dance to assist a class. Students Level 4 and above may obtain an application from the dance office. Students in levels 4 through 6 may assist for experience only. Students in Levels 7 and 8 may receive a credit on their tuition balance. Assistants must commit to attending all of the classes they are assigned to. Graduates may be compensated for assisting or teaching classes, but will need to go through a hiring process and teacher training.



3. STUDIO POLICIES

Arrival and Dismissal Procedures

The safety of our students is a shared responsibility between families and the Sangre de Cristo School of Dance. We ask that all families follow the procedures below to help ensure the safe and efficient arrival and dismissal of students.

The office opens 30 minutes prior to the first dance class of the day. Students may begin to arrive at that time.

Drivers may drop off students in the circle drive but may not leave vehicles unattended. If you wish to leave your vehicle, please park in the adjacent South Parking Lot. For younger students we strongly recommend that an adult accompany them to the door.

Students will be issued a code to enter on the keypad on the door. The code will be changed from time to time. Families will be notified by email. If your student is walking to the door independently, please make sure the student knows the code.

Dismissal: Students must be picked up promptly after their last class or rehearsal. Students may not be left until closing time unless they have a class or rehearsal until that time. If a student's ride is going to be more than ten minutes late, it is very important that you notify us at the School of Dance Office.

Security

The safety of our students is a priority. While the Sangre de Cristo Arts Center takes reasonable precautions to maintain a secure environment, it is a large downtown facility.

- Parents or guardians are strongly encouraged to escort students to and from the building.
- Exterior doors remain locked during class hours. Families will be issued a door access code, which may be changed periodically for security purposes.
- An Arts Center staff member will remain on-site until all students have been picked up following classes and rehearsals.

Anyone observing suspicious or unsafe behavior should immediately notify an Arts Center staff member so that security can be contacted if necessary.

Parent Observation

The Sangre de Cristo School of Dance recognizes that parents are valued partners in their child's dance education. We welcome families to observe their child's growth while maintaining an environment that allows all students to learn with focus and confidence.

To minimize distractions and promote student independence, parents and visitors are generally not permitted inside the dance studios during class. Comfortable seating is available in the lobby and designated observation areas where classes may be viewed, when possible.

Certain classes, including some Early Education classes, may invite or require parent participation. In these instances, parents are expected to support the learning environment by following the instructor's directions and observing the following guidelines:

- Silence all cell phones and electronic devices.
- Refrain from talking during class.
- Exit the studio to make or receive phone calls, send text messages, or hold conversations.
- Food and beverages, other than water, are not permitted in the studio.
- Allow the instructor to direct and correct students. Please avoid coaching, prompting, correcting, or disciplining your child during class.
- If your child becomes upset or requires your attention, the instructor will determine the appropriate time for you to assist.
- Younger siblings who are observing must remain under the direct supervision of a parent or guardian and should not disrupt instruction.

To foster a positive and respectful studio culture, families are expected to refrain from discussing or commenting on other students, instructors, casting decisions, evaluations, or school matters in observation areas or common spaces. We ask that all conversations reflect the respect and professionalism that are central to our School community.

Parents with questions or concerns regarding their child's progress are encouraged to schedule a meeting with the instructor or School administration rather than discussing concerns before, during, or immediately after class.

The School reserves the right to limit or suspend observation privileges if behavior disrupts classes or interferes with the educational environment.

As students mature, developing independence and confidence in the classroom is an important part of their dance education. Limiting parent involvement during class allows students to build self-reliance, focus, and trust in their instructors.

Cell Phone Policy

Cell phones are strictly prohibited in the classrooms unless the instructor asks students to film for rehearsal purposes.

Photographing and Videos

We take the privacy of our students and families very seriously.

Taking photos and videos during classes, rehearsals, or performances is prohibited. Only the School of Dance has the right to photograph or video for promotional purposes.

Additional Classroom Policies

In addition to these general policies, teachers may post classroom policies. The instructors will review them in each class at the beginning of each semester.

Lost and Found

The Sangre de Cristo School of Dance is not responsible for lost, stolen, or damaged personal property.

Students are encouraged to label all dance shoes, clothing, water bottles, and personal belongings with their name.

Items left behind will be placed in the School's Lost and Found area. Unclaimed items will be donated or discarded periodically throughout the academic year. Families will be notified in advance of scheduled clean-out dates whenever possible.

Students are encouraged to check the Lost and Found promptly if an item is missing.

Food and Drink

To help maintain a clean, safe, and professional learning environment, food and beverages are not permitted in the dance studios.

Students are encouraged to bring a clearly labeled water bottle to class. Water is the only beverage permitted inside the studios unless otherwise authorized by School administration.

Snacks and meals may be consumed only in designated lobby or common areas and should be cleaned up promptly. Food and beverages should never be left unattended, and all trash should be disposed of properly before leaving the building.

Students with food allergies or other dietary considerations should notify the School Office so appropriate accommodations may be made when necessary.

Outside Attire

Students should wear appropriate street clothing over their dance attire when arriving at and departing from the School.

Dance uniforms, tights, and leotards are considered studio attire and should not be worn alone outside the building. Wearing warm-up clothing or other outer garments helps protect dancewear from damage, maintains cleanliness, and promotes a professional appearance.

For the safety of all students, dance shoes should be worn only inside the studios and should not be worn outdoors. Street shoes introduce dirt and debris that may damage studio flooring and create unsafe dancing conditions.

Class Cancellation Policy

- We reserve the right to cancel classes that do not meet the minimum number of enrollees
- We reserve the right to combine like classes to meet the minimum number of enrollees
- Enrollees of canceled classes will be notified via e-mail and/or phone call

4. STUDENT CONDUCT AND STUDIO ETIQUETTE

The Sangre de Cristo School of Dance is committed to providing a positive, respectful, and professional learning environment where every student has the opportunity to learn, grow, and develop a lifelong appreciation for dance. Students are expected to conduct themselves in a manner that reflects courtesy, responsibility, integrity, and respect for others.

The following expectations apply during classes, rehearsals, performances, and all School-sponsored activities.

Respect

Respect is the foundation of a successful learning environment. Every member of the School community—including students, families, faculty, staff, volunteers, and guests—is expected to treat one another with kindness, courtesy, and consideration.

Students are expected to:

- Listen attentively when instructors or fellow students are speaking.
- Follow instructor directions promptly and respectfully.
- Encourage and support classmates while celebrating one another's progress and achievements.
- Respect personal space and avoid unnecessary physical contact with other students.
- Demonstrate honesty, integrity, and responsibility in all School activities.
- Treat School facilities, equipment, costumes, and studio property with care.

Bullying, harassment, intimidation, discrimination, abusive language, or behavior that disrupts the learning environment will not be tolerated.

Professional Behavior

Dance training develops discipline, responsibility, and self-confidence. Students are expected to demonstrate professional habits appropriate to their age and level of training.

Professional behavior includes:

- Arriving on time and ready to participate.
- Remaining attentive and engaged throughout class.
- Accepting corrections respectfully and applying them with a positive attitude.
- Demonstrating perseverance and a willingness to learn.

- Representing the School with integrity during classes, rehearsals, performances, and community events.
- Conducting themselves appropriately throughout the Arts Center, including studios, hallways, dressing rooms, lobby areas, and performance spaces.

Preparation

Students should arrive fully prepared for each class to maximize instructional time and ensure a productive learning experience.

Students should:

- Wear the required class uniform as outlined in the School Dress Code.
- Arrive with hair neatly secured according to the School's dress code.
- Bring all required dance shoes.
- Bring a labeled water bottle (recommended).
- Keep extra bobby pins, hair ties, and spare tights in their dance bag.
- Wear appropriate street clothing over dance attire when arriving at and departing from the School.
- Use the restroom before class whenever possible.

Parents are encouraged to help younger students arrive on time and fully prepared for each class.

Courtesy

Courtesy contributes to a positive and welcoming studio environment.

Students are expected to:

- Wait quietly for class to begin.
- Thank their instructor at the conclusion of class.
- Be mindful of classmates and the space around them at all times.
- Ask the instructor for permission before leaving the studio for water or restroom breaks unless otherwise directed. Scheduled breaks will be provided during longer classes.
- Demonstrate good sportsmanship and encourage fellow dancers.

Studio Etiquette

To maintain a safe, focused, and professional learning environment, students are expected to observe the following studio guidelines:

- Gum chewing is not permitted.
- Food and beverages, other than water, are not permitted inside the studios.
- Cell phones and electronic devices must remain silenced and stored during class unless specifically authorized by the instructor.
- Do not touch mirrors unnecessarily.
- Do not sit, lean, or hang on the ballet barres.
- Be aware of other dancers and maintain appropriate spacing throughout class.
- Avoid distracting or touching other students during instruction.
- Follow instructor directions promptly.
- Keep personal belongings neatly stored in designated areas.
- Help maintain a clean and orderly studio environment.

Parent Etiquette

Parents and guardians are valued partners in their child's dance education. We appreciate your support in helping us maintain a positive, respectful, and focused learning environment for all students.

Parents are asked to:

- Ensure students arrive on time and fully prepared for class, with the required uniform, properly secured hair, and appropriate dance shoes.
- Support their child's independence by allowing instructors to provide instruction and corrections during class.
- Refrain from discussing other students, instructors, casting decisions, evaluations, or School matters in observation areas or common spaces. Conversations of this nature can unintentionally affect other students and families.
- Model respectful communication and positive sportsmanship at all times.

Parent Observation

Parents are welcome to remain at the School while classes are in session. Seating is available in the lobby and designated observation areas.

For most classes, parents are not permitted inside the dance studio. In classes that invite or require parent participation, we ask that parents observe the following guidelines:

- Silence all cell phones completely (vibration mode may also be distracting).
- Exit the studio to make phone calls, send text messages, eat, or hold conversations.
- Water is the only beverage permitted inside the studio.
- Allow instructors to guide, encourage, and correct students during class. Praise, coaching, guidance, or discipline should take place before or after class rather than during instruction.
- Help maintain a quiet and distraction-free learning environment for all students.

Parent Communication and Partnership

The Sangre de Cristo School of Dance believes that successful dance education is built on a partnership between students, families, and faculty. Open, respectful, and professional communication helps ensure a positive experience for every student.

Parents and guardians are encouraged to communicate openly with the School regarding questions or concerns related to their child's education. We ask that concerns be addressed respectfully and through the appropriate channels so they may be resolved promptly and effectively.

Whenever possible, questions regarding scheduling, policies, or administrative matters should be directed to the School Office. Questions regarding a student's progress or classroom experience should be discussed with the instructor or School administration at an appropriate time outside of class.

To maintain a focused learning environment, instructors are generally unavailable for extended conversations immediately before or after class. Parents are encouraged to schedule a meeting or contact the School Office to arrange a convenient time to speak with faculty.

Families are expected to communicate with faculty, staff, volunteers, and other families in a courteous and respectful manner at all times. The School will not tolerate abusive language, harassment, intimidation, threatening behavior, or

disrespectful conduct toward any member of the School community, whether in person, by telephone, in writing, by email, or through social media.

Respect for Faculty and Other Families

The Sangre de Cristo School of Dance is committed to fostering a positive, supportive, and respectful community. Every student, parent, instructor, staff member, volunteer, and guest contributes to the culture of the School and deserves to be treated with dignity and respect.

Parents and guardians are expected to:

- Communicate respectfully with faculty, staff, volunteers, and other families.
- Support instructors in maintaining a positive and productive learning environment.
- Trust instructors to make educational decisions based on their professional training, experience, and the needs of each class.
- Refrain from criticizing or undermining instructors, School policies, or administrative decisions in the presence of students or other families.
- Respect the privacy and confidentiality of all students and families.

To promote a positive studio culture, families are asked to refrain from discussing or speculating about:

- Student placement or promotions
- Casting or role assignments
- Evaluations or corrections given to other students
- Another student's progress, attendance, or abilities
- Personal matters involving students, families, faculty, or staff

Such conversations can unintentionally create misunderstandings, hurt feelings, and an atmosphere that is inconsistent with the School's mission and values.

Parents are encouraged to celebrate their child's achievements while recognizing that every dancer develops at an individual pace. Comparisons between students are neither constructive nor reflective of the School's educational philosophy.

The Sangre de Cristo School of Dance reserves the right to address conduct that negatively affects the learning environment or the well-being of students, families, faculty, or staff. Continued inappropriate or disruptive behavior may result in restrictions on parent observation privileges or other actions deemed appropriate by School administration.

What to Bring to Class

Students should arrive prepared for every class with:

- Required dance uniform
- Appropriate dance shoes
- Labeled water bottle (recommended)
- Street clothes or warm-up clothing to wear over dance attire before and after class
- Extra bobby pins, hair ties, and spare tights

Outside Attire

Students should wear appropriate outer clothing, such as pants, skirts, shirts, jackets, or warm-up attire, over dance uniforms and tights when traveling to and from the School.

Dance shoes are designed for studio use only and should not be worn outdoors. Wearing street clothing over dance attire helps protect uniforms, maintain cleanliness, and present a professional appearance.

The School reserves the right to address conduct that interferes with instruction, compromises safety, or negatively affects the learning environment. When appropriate, concerns will be addressed in partnership with the student and family to promote understanding, growth, and continued success.

5. HEALTH AND SAFETY

Weather Policy

Sangre de Cristo School of Dance will cancel classes and rehearsals due to inclement weather if conditions are deemed unsafe to travel and/or Pueblo Public Schools close. We usually follow Pueblo Public Schools closure and delays, but some exceptions may be made with afternoon/evening classes. Notices will be emailed and posted on Social Media (Facebook, Instagram) . These cancellations are not counted as an absence and the students with affected classes can make up classes during the week.

If the School of Dance has not announced a closure, and you feel unsafe to travel to class, please email schoolofdance@sdca-arts.org to report your absence.

Illness

The health and well-being of our students, families, and faculty are a priority. Students who are ill should remain at home to help prevent the spread of illness and to ensure they are physically able to participate safely in class.

Students should **not** attend class if they:

- Have a fever of 100.4°F (38°C) or higher within the previous 24 hours.
- Are experiencing vomiting or diarrhea.
- Have a contagious illness, including but not limited to influenza, COVID-19, strep throat, conjunctivitis (pink eye), or other communicable diseases, until they are no longer contagious and are cleared to return to normal activities.
- Are experiencing symptoms that significantly limit their ability to participate safely in class or may place other students at risk.

Students should be fever-free for at least **24 hours without the use of fever-reducing medication** before returning to class.

Parents or guardians are asked to notify the School Office as soon as possible if a student will be absent due to illness.

Missed classes due to illness may be made up in accordance with the School's Make-Up Class Policy. Tuition is not adjusted for routine absences due to illness.

Injury

Student safety is a shared responsibility between the School, students, and families.

Students who have sustained an injury should notify their instructor before class begins. Depending on the nature of the injury, the instructor may modify activities or ask the student to observe class if participation is not considered safe.

Students recovering from an injury are encouraged to attend class as observers whenever appropriate. Observation helps students remain engaged with instruction and supports continued learning during recovery.

Students returning from a significant injury or medical condition may be required to provide written medical clearance from a licensed healthcare provider before resuming full participation.

Parents are responsible for informing the School of any medical conditions, restrictions, or changes that may affect a student's ability to participate safely.

Extended absences due to prolonged illness or long-term injury may be eligible for consideration under the School's Medical Withdrawal or Tuition Modification Policy. Requests must be supported by appropriate medical documentation and are subject to approval by School administration.

Medical Emergencies

The Sangre de Cristo School of Dance is not a medical facility. While faculty and staff will make every reasonable effort to respond appropriately to illness or injury, the School cannot provide medical diagnosis or treatment. Parents and guardians remain responsible for determining whether a student is medically fit to participate in dance activities.

The Sangre de Cristo School of Dance is committed to maintaining a safe learning environment for all students.

In the event of a medical emergency, School personnel will take appropriate action to protect the health and safety of the student. This may include providing basic first aid, contacting a parent or guardian, and, when necessary, calling emergency medical services (911).

If a parent or guardian cannot be reached, the School will use the emergency contact information provided during enrollment.

Parents and guardians are responsible for ensuring that all emergency contact information, medical information, allergies, medications, and health conditions remain current throughout the academic year.

The School does not administer prescription or over-the-counter medications except as specifically authorized by written medical instructions and approved by School administration.

While every reasonable effort will be made to provide a safe environment, participation in dance involves inherent physical risks. Families acknowledge these risks as part of participation in dance instruction and agree to promptly communicate any medical conditions that may affect a student's participation.

Medications

School personnel do not routinely administer prescription or over-the-counter medications to students.

If a student requires emergency medication during class or rehearsal (such as an inhaler, EpiPen®, or other physician-prescribed emergency medication), parents must notify the School Office in advance and provide written instructions regarding its use. Students who are authorized to self-carry emergency medication should do so in accordance with their physician's recommendations.

Emergency Notifications

The safety and well-being of our students, families, faculty, and staff are the Sangre de Cristo School of Dance's highest priorities. In the event of an emergency or situation affecting normal School operations, the School will make every reasonable effort to communicate with families in a timely and accurate manner.

Emergency notifications may include, but are not limited to:

- Building emergencies
- Severe weather or unexpected closures
- Delayed openings or early dismissals
- Utility outages or facility issues
- Public safety concerns
- Other situations affecting scheduled classes, rehearsals, or performances

The School will communicate emergency information through one or more of the following methods:

- Email
- Telephone, when appropriate
- Official School social media accounts
- The Sangre de Cristo School of Dance website, when applicable

Parents and guardians are responsible for ensuring that the School has current emergency contact information, including telephone numbers, email addresses, and emergency contacts. Families should promptly notify the School Office of any changes to their contact information during the academic year.

In the event of an emergency requiring evacuation or relocation, students will remain under the supervision of School faculty and staff until they are released to a parent, legal guardian, or authorized emergency contact.

For the safety of all students, parents are asked **not** to enter the building or attempt to remove students during an active emergency unless directed to do so by School administration or emergency personnel.

The School will provide updates as information becomes available and appreciates the patience and cooperation of families during emergency situations.

Emergency Contact Information

Each enrolled student must have current emergency contact information on file before participating in classes, rehearsals, or performances.

Families are responsible for notifying the School immediately if any of the following information changes:

- Parent or guardian contact information
- Emergency contacts
- Home address
- Medical conditions
- Allergies
- Authorized individuals permitted to pick up the student

Failure to maintain current emergency information may delay communication during an emergency.

The Sangre de Cristo School of Dance reserves the right to modify schedules, relocate classes, cancel activities, or implement additional safety procedures when necessary to protect the health and safety of students, families, faculty, and staff.

6. DRESS CODE/UNIFORM REQUIREMENTS

You can purchase your uniform from the Eurotard Website. Please follow the link to get to the page with the specific items for our school.

Uniform Shopping Link

<https://www.eurotard.com/v4/classes.aspx?studio=S-Sa7221>

You can also scan the QR code that will take you directly to the page.



Scan to shop your class dress code!

- You can have your items shipped to you directly (\$6.00 flat shipping fee) or you can pick them up from The Assemble Dancewear store in Highlands Ranch.
- Assemble Dancewear will also have some inventory available at the store if you would like to go there in person or need to do the sizing.
- If you order your uniform from the website and some items don't fit correctly, you can go to the Assemble Dancewear Store to exchange them or send them back to Eurotard.
- We were notified that most of Eurotard items run true to size, except ballet slippers. The recommendation is to order one size up.
- All the customers will get 20 % off the uniform items whether ordering from Eurotard or buying from Assemble Dancewear.
- We have a few sample sizes of the leotards in the office for your reference.

Assemble Dancewear

8800 S.Colorado Blvd. Unit F
Highlands Ranch, CO, 80126

Phone: 303-663-2066
assembledancewear@yahoo.com

Website: assembledancewear.com

Hours: subject to change

Monday-10:00-7:00

Tuesday- Sunday 10:00-7:00

New students have a month from the first day of class to obtain the uniform requirements. Uniforms are a requirement as a student of the Sangre de Cristo School of Dance, and will sometimes be used for performances.

Other dancewear can also be purchased at the following locations, but The Assemble Dancewear is the only location that specifically stocks our uniform:
dancewearcorner.com, discountdance.com, amazon.com, allaboutdance.com

7. GENERAL PERFORMANCE POLICIES

Performances are an important and rewarding extension of a student's dance education. They provide opportunities to develop artistry, confidence, stage presence, teamwork, discipline, and an appreciation for the collaborative nature of the performing arts.

While performances enrich the educational experience, the **primary mission of the Sangre de Cristo School of Dance is dance education and training.** Participation in performances is considered a privilege and is **not** a requirement for student advancement, evaluation, or promotion to the next level.

Students who choose to participate in performances are expected to make a commitment to the rehearsal process and to uphold the standards of professionalism expected by the School.

Eligibility for Participation

Performance opportunities are offered according to the requirements of each production and may vary by age, level, and instructional program.

Eligibility for participation is based upon:

- Enrollment in the appropriate class or level.
- Consistent class attendance.
- Demonstrated readiness and preparation.
- Ability to meet rehearsal commitments.
- Compliance with School policies and financial obligations.

The School reserves the right to determine final eligibility for participation in any performance.

Attendance Expectations

Regular class attendance is essential for safe technical development and successful performance preparation.

Students with excessive absences may become ineligible to participate in performances, regardless of casting or rehearsal attendance. Performance readiness depends upon consistent classroom instruction as well as rehearsals.

Additional rehearsals may be required outside of regularly scheduled class times. Families are expected to review rehearsal schedules carefully and notify the School promptly of any unavoidable conflicts.

Rehearsals

Rehearsal Schedules will be provided in a separate document

Students are expected to:

- Arrive on time and fully prepared for all rehearsals.
- Wear the required rehearsal attire and appropriate dance shoes.
- Demonstrate respectful and professional behavior throughout rehearsals.
- Follow instructor and rehearsal director directions promptly.
- Remain until dismissed by the instructor or production staff.

Frequent tardiness, early departures, or unexcused absences from rehearsals may result in reassignment of roles or removal from the production.

Performance Fees

Certain productions require a performance participation fee to help offset production expenses, including costumes, theatre operations, music licensing, technical support, and other production-related costs.

Performance fees must be paid by the published deadline in order to participate.

Performance fees are generally non-refundable after costumes have been ordered or production expenses have been incurred, except as determined by School administration.

Costumes

Students are responsible for caring for all costumes, accessories, and costume pieces assigned to them.

Costumes should not be altered without prior approval from the School.

Families may be financially responsible for lost or damaged costumes or costume pieces beyond normal wear.

Performance Conduct

Students represent the Sangre de Cristo School of Dance during rehearsals, performances, and all School-sponsored events.

Students are expected to:

- Demonstrate professionalism, courtesy, and respect toward fellow performers, instructors, volunteers, backstage personnel, and audience members.
- Follow all backstage and theatre safety procedures.
- Remain with their assigned class or dressing area unless instructed otherwise.
- Treat costumes, props, dressing rooms, and theatre facilities with care.

Behavior that compromises safety, disrupts rehearsals or performances, or fails to meet School expectations may result in removal from the production.

Parent Responsibilities

Families play an essential role in supporting a successful performance experience.

Parents and guardians are expected to:

- Review all production information and deadlines carefully.
- Ensure students arrive on time and fully prepared for rehearsals and performances.
- Adhere to costume, hair, makeup, and arrival requirements.
- Communicate schedule conflicts as early as possible.
- Support instructors, production staff, volunteers, and fellow families with courtesy and respect throughout the production process.

· Nutcracker: Pre-Ballet 3 and up are invited to participate , provided that they are willing to commit to the rehearsal schedule and the policies laid out in the Nutcracker information packet. Performance fee of \$50 must be paid by the due date stated in the information packet.

· Spring Community Show: Is by audition only and is open for levels 4 and above. Performance fee of \$50 must be paid by the due date stated in the information packet.

· Spring Recital: All levels are invited to participate and are subject to the class attendance. Some additional rehearsals will be required. Performance fee of \$40 must be paid by the due date stated in the information packet.

8. COMMUNICATION

Contact Information

School of Dance office

Phone Number: 719-295-7221

E-mail: schoolofdance@sdcs-arts.org

Office Hours: M, T, W, Th 4p-7p, F 9a-4p, S 9a-2p

If you need to speak with Artistic Director Nanine Wainwright, please email her at **nan@sdcs-arts.org** or **call the dance office (719-295-7221)** to schedule an appointment.

Website

<https://sdcs-arts.org/school-dance>

Social Media

sdcs_school_of_dance (Sangre de Cristo School of Dance) (Instagram)

[Sangre de Cristo School of Dance | Facebook](#) (Facebook)

We are constantly impressed and inspired by the talent and the passion that our dance community brings. We would like to invite everyone to submit any captivating photos or videos that show the essence of your dance journey with us. The submissions can be sent to schoolofdance@sdcs-arts.org and will be used on the School of Dance's social platforms. Our school needs to have a strong presence on social media and show the community what great programs we have.

9. FINANCIAL POLICIES

Purpose

These Financial Policies establish the tuition, payment, withdrawal, refund, and account management expectations for all families enrolled in the Sangre de Cristo School of Dance. These policies are incorporated by reference into the Enrollment Agreement and Tuition Contract.

Please refer to the *Enrollment Agreement and Tuition Contract* for complete information.

Annual Tuition Commitment

Enrollment is for the academic year (August–May). Tuition represents the student's annual course of study and reserves the student's place in the School. Tuition is not based on attendance or the number of classes attended.

Tuition Payment Options

Annual Payment: Due September 1, 2026 (no processing fee).

Semester Payments: September 1, 2026 and January 8, 2027 (\$5 processing fee per payment).

Eight Installments: Sept. 1, Oct. 6, Nov. 10, Jan. 8, Feb. 9, Mar. 9, Apr. 6, and May 7. A \$5 processing fee applies to each installment.

Withdrawal Policy

Levels 1–8: Enrollment is a commitment for the full academic year and withdrawal does not release the family from annual tuition obligations.

Early Education: One withdrawal is permitted before the Winter/Spring semester. Written notice is required and tuition remains due through the end of the current semester.

Medical Withdrawal

Tuition adjustments may be considered for prolonged illness or long-term injury with physician documentation. All decisions are at the discretion of the School administration.

Tuition Refunds

Tuition is non-refundable after the first two weeks of the academic year except as provided under the Medical Withdrawal Policy.

Late Payments

A \$25 late fee will be assessed beginning with the third late payment and each late payment thereafter. Families should contact the School before the due date if circumstances affect timely payment.

Delinquent Accounts

Students with delinquent accounts may become ineligible to participate in performances, receive costumes, schedule private lessons, register for future classes, or receive evaluations until the account is current. Unresolved accounts may be referred for collections.

Returned Payments

A \$35 returned payment fee will be assessed. Future payments may be required by approved alternate methods.

Written Withdrawal

Withdrawals must be submitted in writing to schoolofdance@sdca-arts.org

Failure to attend classes or verbal notification does not constitute withdrawal.

Policy Interpretation - The School reserves the right to interpret, modify, or make exceptions to these policies when circumstances warrant. Exceptions do not establish precedent

Handbook Acknowledgment Form

By signing below, I acknowledge that I have received the **2026–2027 Student & Parent Handbook** for Sangre de Cristo School of Dance.

I understand that it is my responsibility to read and become familiar with the school's policies, procedures, expectations, and important dates. I agree to abide by these policies and understand that they are intended to provide a safe, positive, and productive learning environment for all students.

I understand that the school reserves the right to revise or update policies as needed. Any significant changes will be communicated to families.

Student Name: _____

Student Level: _____

Parent/Guardian Name (Print): _____

Parent/Guardian Signature: _____

Date: _____

Student Signature (if age 12 or older): _____

Date: _____

Please return this signed acknowledgment form by: August 17, 2026