

2024-
2025

Volume 21

western Arkansas
BALLET



Western Arkansas Ballet
Academy Handbook
2024-2025

Western Arkansas Ballet Academy Handbook 2024 – 2025

This handbook is provided to all students and parents of the Academy of Western Arkansas Ballet. It is provided to publish all policies, procedures, and generally accepted practices to offer a better environment of dance education. If you have any questions, please do not hesitate to contact our Artistic Director, Jared Mesa, j.mesa@waballet.org or our Executive Director, Amy Willadsen, a.willadsen@waballet.org at 479-785-0152.

© WAB
Western Arkansas Ballet
4701 Grand Avenue, Fort Smith, AR 72904
Phone 479.785.0152 • Email info@waballet.org
www.waballet.org

Table of Contents

CHAPTER 1

Non-Profit Status	4
-------------------	---

CHAPTER 2

Registration	5
Class Selection	6
Dress Code	8
Dancewear Basics	9
Products Available	10
Class Requirements	10
Tuition	11
Calculating Tuition Costs	12

CHAPTER 3

Academy Policies	13
Three Strikes Policy	13
Tardiness	14
Student Pick Up	15
Drop Policy	15
Concerns with an Instructor	15

CHAPTER 4

Parent Observation Month	16
Summer Programs	16

CHAPTER 5

Western Arkansas Ballet Company	17
---------------------------------	----

CHAPTER 6

Western Arkansas Ballet Guild	18
-------------------------------	----


CHAPTER 7

Nancy Wood Scholarship Fund	19
Ray Moore Scholarship Fund	20
Amanda Dooly Scholarship Fund	20
Rachel Campbell Smith Scholarship Fund	20

CHAPTER 8

Communications	21
Dance Studio Pro-Parent Portal	21

CHAPTER 9

 39 th Annual Nutcracker	22
Regional Dance America	23
Spring Ballet	23
Spring Dance Concert	24

CHAPTER 10

Emergency Situations	25
Fire Drill/Evacuation	25
Tornado	25
Earthquake	26
Water Outage	26
Power Outage	26

CHAPTER 11

Academy Calendar	27
------------------	----

CHAPTER 12

Frequently Asked Questions	28
----------------------------	----

INDEX	30
--------------	-----------

Non-Profit Status

What is a non-profit organization? Why is Western Arkansas Ballet a non-profit 501(c)(3) organization?

To be tax-exempt as an organization described in IRS Section 501(c)(3) of the Code, an organization must be organized and operated exclusively for one or more of the purposes set forth in IRS Section 501(c)(3) and none of the earnings of the organization may inure to any private shareholder or individual. In addition, it may not attempt to influence legislation as a substantial part of its activities and it may not participate at all in campaign activity for or against political candidates.

– www.irs.gov/charities

Western Arkansas Ballet is a non-profit 501(c)(3) performing arts organization. There are two reasons Western Arkansas Ballet has chosen to be a non-profit organization. It allows the instructors and staff to concentrate on quality teaching and inspiring performances; therefore, allowing the board of directors to make the business decisions. Western Arkansas Ballet's non-profit status allows for more exposure to the art of dance not only to Western Arkansas Ballet's students but also to the community. Our non-profit status has enabled us to develop various outreach programs. Each year we present a portion of a classical ballet to area 3rd graders. We also offer complimentary dance classes through other local non-profits and public schools. WAB has had a strong history of performances in cooperation with other local community organizations including, *EARQUAKE!* with the Fort Smith Symphony, and *Thriller* on Garrison. Our annual Lorraine Cranford Summer Dance Workshop offers quality dance instruction to any intermediate and advanced level dancers that apply; this is the only workshop of its kind in the state of Arkansas.

The best way to explain why Western Arkansas Ballet is a 501(c)(3) organization is to let you hear from our Founder, Mrs. Nancy Wood.

"I established this organization as a non-profit organization for one main reason, to allow quality dance instructors the luxury of teaching technique classes without the hassle of business making decisions. We have a board of directors that handle all business decisions. Mrs. Lorraine Cranford, founder of Ballet Arkansas, taught this basic ballet school principle to me. She was instrumental in both of my daughters' technique training, as well as valuable life lessons. It is my sincere hope that your children will not only learn great dance technique here but also valuable life skills."

Registration

The Board of Directors has set forth the following mission for Western Arkansas Ballet: **To create a community dedicated to the Fine Arts through quality dance education, training, and performance.** For these reasons, the faculty strives for smaller classes to provide all students with both personal and equal attention. As such, we take our dance education very seriously. We ask that if your child is unable to attend to please contact us at 479-785-0152 and let us know or you may submit the absence through your parent portal account. It is Western Arkansas Ballet policy to call all students that are absent. Simply stated, our small classes are very focused and when a student is absent, his/her presence is missed, not only by the instructor but also by the other students.

Please understand that the faculty and staff are in a place of authority for the student's benefit and protection. We ask that you honor their leadership while attending The Academy of Western Arkansas Ballet. Please also realize that there will be people from all backgrounds at this dance school and we ask that you show respect for each student, staff and faculty member.

Requirements for Registration

- 2 years of age by the first day of class
- Have an interest in learning dance technique from qualified instructors
- Be willing to try hard in every class, as well as listen and respect his/her instructor and fellow students.
- An enrolled student is expected to stay in class for the entire class period. Emergencies will be regarded as an exception.
- It is the responsibility of the student and/or student's family to notify Western Arkansas Ballet of any change of address, phone number, or email address during the academy term.
- Enrollments will be accepted as long as space is available. We limit class sizes in order to offer the best quality instruction possible. No enrollments will be accepted after January 31 2025.

Class Selection

The next step is to choose a class from our fall class listing. As you will notice, the levels of classes are grouped together by age. All students will be placed at the proper level by the instructors. There are many classes from which to choose. The following is a brief description of classes offered during the 2024–2025 season.

Dance With Me is a 30-minute class that meets once a week for 2-3 year olds (must be 2 at time of enrollment). This class introduces young children movement through music building motor skills, coordination, and confidence. Required attire for girls is a pink leotard, pink tights, and pink ballet shoes and for boys black shorts or tights, a white fitted t-shirt, and black ballet shoes. **Requires participation with a parent, grandparent, guardian, caregiver, etc.** There will be an in-house showing at the end of the year.

Creative Movement is a 45-minute class that meets once a week for ages 4 & up. It develops the musicality, motor skills, rhythm, and coordination of young dancers.

Ballet I is a 60-minute class that meets once a week for ages 6 & up. Beginning Ballet Technique is taught, as well as the development of coordination.

Ballet II is a 75-minute class that meets once a week for ages 8 & up. Basic Ballet Technique is taught as well as self-discipline. A second ballet class is recommended.

Ballet III is a 75-minute class for ages 10 & up. Basic Ballet Technique and the ability to take correction are the main focuses of this level. A second ballet class is highly recommended.

Ballet IV is a 90-minute class for ages 11 & up. Ballet Technique and the ability to take correction are the main focuses of this level. A second ballet class is strongly suggested. Pointe Technique is offered for those given permission by the faculty. The faculty will place dancers at this level.

Ballet V is a 90-minute class for ages 12 & up. High-Intermediate Ballet Technique along with the ability to dance in a group are the focuses of this level. Pointe Technique is offered for those given permission by the faculty. Three classes a week are strongly suggested. The faculty will place dancers at this level.

Ballet VI is a 90-minute class for ages 13 & up. Advanced Ballet Technique This level focuses on advanced level combinations mixed with artistry.

Beginning Adult Ballet is a 60-minute class for ages 15 & up that meets weekly for sessions (Mondays 7:45-8:45). Fall Session is Sept. 9 – Nov. 11, 2024. The Spring is divided into two sessions. The 8-week Session is Jan. 13- Mar. 3, 2025 and the 6-week session is March 31 - May 5, 2025

Adult Ballet is a 60-minute class that meets weekly for sessions (Wednesdays 8:00-9:00). Fall Session is Sept. 11 – Nov. 13, 2024. The Spring is divided into two sessions. The 8-week Session is Jan. 15 - Mar. 5, 2025, and the 6-week session is Apr. 2 - May 7, 2025. Dancers with training experience or by permission from our Artistic Staff.

Pre-Pointe is a 30-minute strengthening class, designed as a preparation for Pointe Technique for ages 10 & up. Prerequisite to Beginning Pointe.

Beginning, Intermediate and Advanced Pointe classes are by invitation only, and require enrollment in at least two ballet classes per week in addition to Pointe class.

Tap I is a 30-minute class that meets once a week for ages 6-8. Basic Tap Technique is taught as well as sound recognition. The faculty recommends Ballet I (or up) immediately before or after to assist in the connection between ballet and tap.

Tap II is a 45-minute class that meets once a week for ages 9-11 or is invited by the Artistic Staff. This class teaches basic Tap Technique, sound recognition, and the ability to tap in unison are the main focuses. The faculty recommends Ballet II (or up) immediately before or after to assist in the connection between ballet and tap.

Tap III is a 60-minute class that meets once a week for ages 12 & up. This class builds upon basic tap technique, introduces advanced tap steps, and incorporates complex rhythm and intricate footwork. Students must be invited to enroll in this class.

Beginning Jazz is a 45-minute class that meets once a week for ages 8-10. Basic Jazz Technique and basic routine choreography are taught at this level. The faculty strongly recommends dancers in this level take at least one ballet class (Ballet II) in addition.

Intermediate Jazz is a 60-minute class that meets once a week for ages 10 & up. Jazz Technique and routine choreography are the main focuses. The faculty strongly recommends a prerequisite of at least one year of ballet class, in addition to current ballet class (Ballet III or IV) enrollment.

Advanced Jazz is a 60-minute class that meets once a week for ages 12 & up. Advanced Jazz Technique in addition to monthly routines are the main goals. The faculty strongly recommends a prerequisite of at least three years of ballet class, in addition to current ballet (Ballet V or VI) enrollment. The faculty will place dancers at this level.

Hip Hop I is a 45-minute class that meets once a week for ages 8-10. Basic Hip Hop Elements are introduced. A ballet and/or jazz class is strongly recommended in addition to Hip Hop.

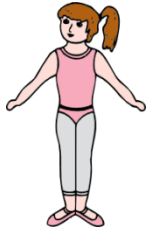
Hip Hop II is a 60-minute class that meets once a week for ages 11 and up with previous experience. Expands on the original Hip Hop Elements. A ballet and/or jazz class is strongly recommended in addition to Hip Hop.

Beginning Modern is a 60-minute class that meets weekly for ages 10 & up. Designed to introduce a new style of movement to dancers also, the principles of contemporary movement technique will be the focus, as well as improvisational skills to strengthen their movement vocabulary. The faculty strongly suggests one year of ballet training as a prerequisite.

Intermediate Modern is a 60-minute class that meets weekly for ages 12 & up. Principles of contemporary movement technique will be the focus, as well as improvisational skills to strengthen their movement vocabulary. The faculty strongly suggests two years of ballet training as a prerequisite.

Advanced Modern is a 60-minute class that meets weekly for ages 14 & up. Principles of contemporary movement technique will be the focus, as well as improvisational skills to strengthen their movement vocabulary. The faculty strongly suggests two years of ballet training as a prerequisite.

Drill Team Prep is a 60 minute class that meets once a week for ages 11 & up. This class teaches and refines intermediate to upper level dance team technique found in the styles of kick, pom, jazz, and hip-hop. This class is designed to prepare dancers for the excitement and rigor of middle school or high school drill team tryouts. The faculty recommends 1 year of previous dance experience as a prerequisite.



**Please wait until
you have been
placed by the
Instructors before
purchasing your
leotard.**

Dress Code

Western Arkansas Ballet, in an effort to keep classes uniform and focused, has implemented a dress code for all students. The following is a list of our requirements:

Dance With me requires a pink leotard, pink tights, and pink ballet shoes for girls and black shorts or tights, a white fitted t-shirt, and black ballet shoes for boys.

Creative Movement requires a pink leotard, pink tights, and pink ballet shoes for girls and black shorts or tights, a white fitted t-shirt, and black ballet shoes for boys.

Ballet I requires a light blue leotard, pink tights, and pink ballet shoes for girls and black shorts or tights, a white fitted t-shirt, and black ballet shoes for boys.

Ballet II requires a lavender leotard, pink tights, and pink ballet shoes for girls and black shorts or tights, a white fitted t-shirt, and black ballet shoes for boys.

Ballet III requires a red leotard, pink tights, and pink ballet shoes for girls and black shorts or tights, a white fitted t-shirt, and black ballet shoes for boys.

Ballet IV require a dark green leotard, pink tights, and pink ballet shoes for girls and black tights, a white fitted t-shirt, and black ballet shoes for boys. Ballet appropriate skirts will only be allowed when in center.

Ballet V require a black leotard, pink tights, and pink ballet shoes for girls and black tights, a white fitted t-shirt, and black ballet shoes for boys. Ballet appropriate skirts will only be allowed when in center.

Ballet VI require a black leotard, pink tights, and pink ballet shoes for girls and black tights, a white fitted t-shirt, and black ballet shoes for boys. Ballet appropriate skirts will only be allowed when in center.

Beg. Adult Ballet & Adult Ballet requires exercise pants and a fitted t-shirt or leotard and tights. Pink or skin tone ballet shoes for women and black ballet shoes for men.

Beginning, Intermediate and Advanced Pointe require the same dress as Ballet III-VI with the addition of pointe shoes. Pointe shoes must be checked by the faculty before sewing on elastic and ribbon.

All Tap classes require the same leotard and tights as your ballet class (if not enrolled in ballet a solid color leotard will be acceptable) and black tap shoes. Tap shoe elastics are strongly recommended. Black jazz pants (hemmed to the appropriate length) or shorts are optional.

All Jazz Classes require a solid color leotard (prefer the same color as your ballet level), pink tights, and black jazz shoes. Black jazz pants (hemmed to the appropriate length) or shorts are optional.

All Hip Hop classes require appropriately fitted dance clothing that is easy to dance in and black jazz shoes or dance sneakers (sneakers must not be worn outside of the studio).

All Modern requires leotard, convertible or footless tights, leggings, shorts, or jazz pants, & bare feet.

Dancewear Basics

This section is meant for the beginner parents and/ or student.



The basics: a leotard is a bodysuit, tights are like pantyhose. You always wear your tights underneath your leotard. Although it is up to your comfort level, it does offer a prettier leg line, not to wear underwear under your tights. **It is an accepted practice we adhere to that cover-ups are always worn over your tights and leotard when entering and exiting the building.** The only time a student is just in tights and leotards is during a dance class or rehearsal. Leotards and tights should fit tight, like a glove, to your body. This gives the student the freedom to move and bend as the instructor requests.

Dance shoes should only be worn during dance class. They should never be worn outside the studio; this not only damages the shoe but also slowly damages our dance floor. This applies to all dance shoes, ballet shoes, pointe shoes, jazz shoes, and tap shoes.

Ballet shoes for ages 2-9 should have a little growing room. Both ballet shoes and jazz shoes for ages 10 & up should fit like a glove, thus allowing the foot to flex and point comfortably. Tap shoes fit like regular street shoes. With ballet shoes, be sure the elastics are provided to sew on; some brands are now coming with pre-sewn elastics. Either way is acceptable. Also, be aware of the drawstring around the shoe, it is possible to tie it too tight or too loose. If it is too tight the dancer's foot is "cut" into at the heel and can be painful. Also, it is possible for the drawstring to come out. If this happens simply fasten a SMALL safety pin to one end of the string and feed it through the shoe. This can be a very time-consuming project. For details on how to sew elastics, please see one of our instructors. With tap shoes, most come with ribbon to tie on to the foot. It is strongly recommended to purchase tap elastics instead. These elastics are easier to keep on the foot of the dancer, without having to stop mid-dance and tie your tap shoes.

Products Available

As a convenience, you may purchase your class uniform through Eurotard.com

Click on Studios & Groups

- > Find my studio**
- > Enter your Zip Code**
- > Select Western Arkansas Ballet**

Find your class level and click "Show Uniform" – this will show your class dress code uniform preferred leotard, tights, and shoes.

We keep an inventory* of tights available for purchase at the studio:

Convertible tights – Adult size \$16; Child size \$14

Footed tights – Child size \$14 (no adult size)

* Quantities limited.

Western Arkansas Ballet owns a "size-run" of Eurotard leotards and ballet shoes for you to try on for sizing before placing your online order through Eurotard.com. If you need more information, please do not hesitate to contact us at 479-785-0152.

WAB partners with a dancewear store who will host a pop-up shop in Fort Smith in August 2025. More information will be sent via email and posted on social media.

Class Requirements

In addition to clothing, there are a few other requirements for class:

Hair should be completely secured, no matter the level of class. A bun is preferred. (Hair tutorial link: <https://www.youtube.com/watch?v=3yG7Hcozrf8>). Please make sure all accessories used to secure hair are also secured to the head, so that no one is injured from flying objects while dancing. If needed, please ask for assistance or tips on securing hair in a bun that will remain in place the duration of your dancer's class.

- No jewelry is allowed in class.
- Dancers will be removed from class for distracting behavior.
- Respect, to both teachers and other students, is required at all times
- No gum, candy, or food in class
- No drinks – a water bottle is acceptable in level I classes and above if proven the student is responsible
- No bad attitudes or disruptive behavior will be tolerated. A student will observe class instead of participating if the situation is not rectified immediately
- If your child has been ill, please make sure they are symptom-free for 24 hours before returning to classes. This means fever-free, diarrhea-free, or on an antibiotic for over 24-48 hours (example strep, bronchitis, pink eye, etc.). Please remind your children to

cover their mouths when they cough or sneeze and to wash their hands frequently. We try our best to help prevent the spread of any illness.

- All students who own cell phones are required to turn them off and are expected to refrain from phone calls during class and/or rehearsals with the exception of emergency situations.
- It is expected that the dress code is adhered to at all times and at all levels.
- Parents must let the instructors teach the students without interruption or distraction.
- Manual adjustment of a student's body to correct alignment and technique is standard practice. If this is not acceptable, please do not enroll.
- We strongly suggest no sugary snacks before class.

Tuition

All tuition is based on the total yearly cost of the program. Tuition may be paid by the following methods: cash, checks made payable to **Western Arkansas Ballet** or **WAB**; Visa, MasterCard, Discover Card, or American Express either in studio or through the Dance Studio Pro Parent Portal; or auto-draft from a bank account or card through parent portal. Auto-draft payments are drafted from your account or charged to your debit/credit card on the first day of the month.

There are three tuition payment options: annually, by semester, or monthly. Annual payments are due by the first of the month in which the student starts classes. Semester payments are due by the first of the month in which the student starts his/her fall classes and the first of the month in which the student starts his/her spring classes. Monthly payments are due on the **first day of each month (NOT the first class day of the month)**.

It is the responsibility of the student or student's parent/guardian to pay tuition in a timely manner. If payment is not received before the **5th of the month** (August-May) an invoice will be emailed including the **\$25 late fee**. A letter will go out at **30 days late** stating that the student will be asked to observe class and that payment must be made by the 5th of the next month, the student will be dropped from the academy at 60 days late. It is WAB policy that all outstanding balances must be paid in full before enrolling in any class(es) or before participating in any production (Nutcracker or Spring Dance Concert). Thank you in advance for keeping your tuition up to date so that we may keep our bills up to date! **Enrollment in auto-pay will be required if tuition is paid after the 5th of the month for two consecutive months.**

The Academy is in session for nine months, and it is understood that a student who is admitted to the Academy is to be enrolled for the entire term. There will be no deductions made in tuition for absences, vacation, academy holidays, productions, or inclement weather closures. If a student's account is not paid in full for the academy calendar year by May 12, 2025, the student will NOT be allowed to perform at the Spring Dance Concert.

Calculating Tuition Costs



Please refer to our 2024-2025 tuition chart to calculate tuition. Add the minutes for the total number of classes for which you are enrolled and look at the tuition chart to determine your tuition based upon how you will pay: annually, by semester, or monthly. We offer a 5% discount for paying tuition by the semester or a 10% discount for paying tuition annually. Annual tuition is due by September 3 and semester tuition must be paid by September 3 and January 3 to receive the discounts for annual and semester payments. The only exception to this policy is if you enroll after these dates.

Other Fees

All tuition fees are per student. All other fees are per family. Western Arkansas Ballet requires a **\$50 registration fee per family** at the time of enrollment. Eighty-four dollars of this fee goes to your membership fee in Western Arkansas Ballet Guild; see Chapter 6 for more information on our Guild. The rest of this fee is to help defer the cost of our publications and record keeping for all students.

Western Arkansas Ballet charges a **\$25 late fee per family** if payment is not made by the 5th of each month. However, to further the mission of Western Arkansas Ballet, these fees go directly into the Nancy Wood and Ray Moore Scholarship Funds to help provide students the financial resources to continue their dance education when hardships occur. Please refer to Chapter 7 for more information regarding the Nancy Wood and Ray Moore Scholarship Funds.

Western Arkansas Ballet charges a **\$25 fee on all returned checks**. Once WAB has received two checks that have been returned due to insufficient funds, it is our policy to no longer accept checks as payment. Payment must then be made via credit card, cash, or money order.

Western Arkansas Ballet charges a non-refundable **\$30 (per family) recital fee** that is due May 1, 2025. The fee will be added to the parent portal on April 15, 2025. The recital fee covers the costs associated with the Spring Dance Concert including theatre rental. There will be no admission charge for entry into the Spring Dance Concert. Auto pay will be processed for the recital fee on May 1, 2024 for those enrolled in the auto-pay program. Dancers who do not plan to participate in the Spring Dance Concert must notify the studio no later than April 10, 2025.

Academy Policies

Studio Lobby

Regular studio hours are Monday-Thursday 1 p.m.-7 p.m., September-May. The studio is only open during scheduled workshops, camps, and classes during June and July. Due to the limited size of the studio lobby and to maintain efficient and safe operation of class change over the lobby is open for business transactions only. The sitting area of the lobby is reserved for dancers awaiting the start of their classes. WAB faculty and staff will escort young dancers to the door at the conclusion of class. We understand the desire of parents to see their child's progress and development in class, therefore, we encourage parents to take advantage of opportunities made available during parent observation month, see page 17.

Three Strikes Policy

The Board of Directors of Western Arkansas Ballet believes strongly that, while in class and at the studio, students should show respect not only to their instructors but also to the staff and students around them by behaving appropriately. It is of utmost importance, especially during class time, that students practice self-discipline, as they are here to learn an art form and not to socialize. We believe that your time and tuition are very valuable, and we want your student to get the most from their lessons.

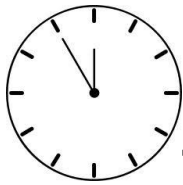
Disrespectful and disruptive behaviors, such as, but not limited to the following will result in verbal warning and/or disciplinary action:

- Talking excessively
- Talking while the teacher is giving instructions
- Roaming around the building where dancers are not authorized
- Leaving the dance room and/or studio without permission
- "Talking back" to the teacher or otherwise conversing with the teacher or others in an impolite or ill-mannered way
- Refusal to do as the teacher has instructed
- Bothering another student by touching them in an impolite way

The aforementioned areas of misbehavior not only decrease the misbehaving student's ability to learn, but keep others in the class from learning as well. It is very disheartening for an instructor to have to spend time dealing with disciplinary issues, while not achieving the goals for that class time and neglecting the other students while dealing with said issues.

For this reason, the Academy of Western Arkansas Ballet has established the following discipline policy to facilitate best possible learning environment. Any student, who has been disrespectful or disruptive, will be asked to correct their behavior, and if it continues, they will be asked to sit out for the remainder of the class. When a student has been asked to sit out, that will be considered a "strike," and their parent will be notified of the situation. If a student receives two "strikes" during the school year, the Board of Directors of Western Arkansas Ballet will send written correspondence

to the student's parent/guardian requesting that the behavior be corrected. If the student receives a third "strike," the Board of Directors of WAB reserves the right to terminate the student's enrollment in the Academy.



Tardiness

A dancer will not be allowed to take class if they are more than 15 minutes late. The students may enter quietly and observe the remainder of class time.

If it is necessary to miss a class either due to illness or inclement weather, it is possible to make up those classes. You may make up a class by attending another class at an equal or lower level as the student's enrolled class with the explicit permission of the faculty. No refunds will be made for missed classes. At the end of the year program, the Spring Dance Concert, awards are given for perfect attendance for dancers enrolled for at least one full semester of the season. For more information regarding our Spring Dance Concert please see Chapter 11. We strongly encourage students to make up any missed classes in the semester in which absences occur. **ALL make up classes must be completed by March 1.** This policy has been developed to facilitate more effective instructional and rehearsal time for the Spring Dance Concert. Our faculty begins teaching Spring Dance Concert choreography early in the spring semester. Each class has its own choreography based upon that particular class' enrollment. If you know in advance that you might miss class(es) after Spring Break, you are more than welcome to "bank" a few makeups prior to missing class.

To further WAB's mission of providing quality dance education, faculty elect to group students together under the age of 10 by age group and over the age 10 by their technique level. When registering for classes please follow faculty "suggested" class. New students with questions about level placement are encouraged to contact the studio for direction. Most dancers under the age of 10 take class only one ballet class per week. However, if your child is interested in more than once a week, it is in no way discouraged. Students in Level III who are taking class for fun and enjoyment are also assumed to be taking once a week. If a student in Level III is taking class because they love it or dance is their passion, we strongly encourage taking two classes a week. Students in level IV, V or VI are strongly encouraged to build their technique by taking at least three classes a week. Enrollment in pointe class is by faculty approval only and carries a co-requisite of two ballet technique classes per week. Dance can be many things to many people. It can be fun and relaxing, it can teach self-discipline, or it can be an art form that also becomes your life's work. Dance is also a help to mental maturity; it takes much thought to learn the processes of steps, the technique of steps, and how to present each step correctly. Western Arkansas Ballet is here to provide what your student longs for in dance, whatever that may be.

Student Pick Up

When picking up a student, there are a few things to make this process easier. First, it is strongly recommended that you walk your dancer to the door at drop off and wait outside the door at pick-up. Our parking area is small and usually somewhat congested. For the safety of your children, it is recommended you tell them to wait inside the studio until WAB faculty or staff dismisses them at the door. If you arrive to pick up your child before class is dismissed, you may wait in your vehicle, outside the door, or inside the studio lobby. Our instructors do their best to start and end on time and your cooperation is very much appreciated. The parking lot gets very busy between some classes and we ask that for the safety of everyone – **please do NOT park in the grassy area in front of the studio**. If parking is not available in front of the studio, please park on the 47th Street side of the building. Please **do NOT** park in the building across 47th Street or in the parking lot on the east side of WAB. Parking is available after-hours across Grand at the 1st Choice Pregnancy Center.



Drop Policy

The Academy is in session for nine months, and it is understood that a student who is admitted to the Academy is to be enrolled for the entire term. If it becomes necessary for a student to withdraw, **communication with the Administrator from an adult/guardian is required**. You may contact our Administrator at 479-785-0152 or by email at receptionist@waballet.org. If the WRITTEN notification of withdrawal is received by the 15th of the month (without attending classes) to the Administrator, a charge for the month will not be applied. But if attending class until the drop date full tuition will be charged. If after withdrawing from class, you wish to re-enroll in the same season, an additional \$50 registration fee is assessed.

Concerns with an Instructor

In the event that a parent has concerns about an Instructor and the manner in which they handle their class, please follow the guidelines below:

- Fill out a Conference Request Form and turn in to the Administrative Assistant at the Front Desk.
- The Instructor will contact the parent to schedule a Conference.
- If the parent is not satisfied with the result of the Conference, please email Jared Mesa, Artistic Director, at j.mesa@waballet.org.
- After discussion with the Instructor and the Artistic Director, if the parent is still not satisfied, a written request should be submitted to the current Board President. Contact information for the Board President is available at the Front Desk.

Parent Observation Month

November is the month in which parents and grandparents are invited to watch their child's classes, at all levels. However, you must make a reservation. Details for observation month including how to make a reservation will be emailed to families in October. Each class will have a limited number of observer spots each week; reservations are required. We ask that no siblings or other relatives attend. *The Nutcracker* and end of year Spring Dance Concert are a more appropriate place for these relatives to support your dancer. We strongly encourage you to see your child "in action". November is the month we choose so that your child has had time to adjust to class policies and time for muscle memory to develop; therefore allowing you to witness firsthand the improvement of your child's dancing abilities.

Summer Programs

In addition to our fall season, summer classes are available. Western Arkansas Ballet offers week-long Dance Camps for ages 4 and up. Each Dance camp features creative movement and/or ballet geared to the skill level of the students. Each day features a dance class and study explorations about music, dance history, nutrition, creative expression, mime, dance vocabulary, and dance demonstration. For intermediate to advanced dancers age 12 and up we offer the annual Lorraine Cranford Summer Dance Workshop. This workshop is an intensive workshop featuring three styles of dance technique. Each day each student receives four and a half hours of technique class and three to four hours of rehearsal. The week concludes with a demonstration performance for all parents and friends. For more information, be sure to pick up our annual summer schedule brochure.

Chapter 5

Western Arkansas Ballet Company

Western Arkansas Ballet Company is a group of students who have auditioned for our most elite group of dancers. These ballet members are at least 12 years of age and have at least three years of classical ballet training. The WAB pre-professional Company provides training to those aspiring to pursue a career in dance.

Commitment to WAB Company takes a lot of hard work, determination, and a commitment to study, stretch, practice, and study the art and practice of dance. Company members are required to take up to five technique classes a week and rehearse choreography two to three days per week. A company member who does not attend all required events may be dismissed by the Board of Directors. The time involved in being a Company member usually involves sacrifices of time and social life for both the dancer and his/her parents. Dedication to classes and rehearsals reaps rewarding experiences and cherished memories for our Company dancers. Casting of the leading parts in WAB's full-length ballets come from the pre-professional company.

Company members will perform at the following events in the 2024-2025 season: **Levitt Amp Fort Smith, Fall Ballet, 39th Annual The Nutcracker, Regional Dance America/Southwest Festival in Fort Smith, Arkansas, Dance Fusion, Spring Dance Concert, and other community outreach events.** If you have an event at which you would like the Company to perform, please contact our Artistic Director, Jared Mesa.

Western Arkansas Ballet Company II is a studio company for dancers, ages 9-12, who have the potential talent and drive to become Western Arkansas Ballet Company members in the future. WAB II dancers take three 90-minute ballet technique classes per week (including one WAB II Company class), a modern dance class and a pre-pointe or pointe class for their level. WAB II Company members are cast in The Nutcracker and the Spring Ballet* without going through the audition process.

**There is no Spring Ballet for the 2024-2025 season because WAB is hosting the RDA/SW Festival in March 2025.*

Please help us show support for our dedicated and hardworking Company members by attending the variety of performances we offer. Who knows, maybe the next Clara is currently enrolled in Creative Movement or Ballet II. **Auditions for 2025-2026 WAB II and WAB Company take place in May 2025.**

Chapter 6

Western Arkansas Ballet Guild

The Guild is the parent organization of Western Arkansas Ballet. There is a \$8 membership fee, which comes out of every registration fee of The Academy of Western Arkansas Ballet. In short, every Academy parent is a guild member and as such has the privilege of being an active member. Being an active member simply means attending meetings, giving your opinion, and volunteering in any way the Guild might need.

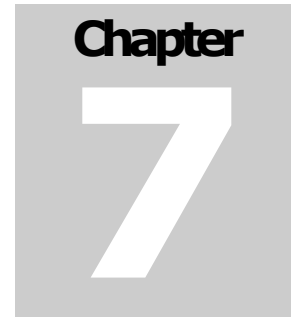
As a non-profit organization, Western Arkansas Ballet relies upon patrons and volunteers to sustain our organization. As such, it is strongly suggested that each parent actively participate in or attend one of our larger productions or fundraisers: Fall Ballet, Sugar Plum Fairy Tea, *The Nutcracker*, RDA/SW 2025 Festival, Dance Fusion, and the Spring Dance Concert,

It is the purpose of the Guild, under the direction of the Board of Directors, to promote an interest in dance and to support the mission of Western Arkansas Ballet, "to create a community dedicated to the Fine Arts through quality dance education, training, and performance," both financially and through volunteer efforts. The Guild is the working arm of the Board of Directors.

The Guild is governed by Western Arkansas Ballet By-Laws and will have a President and Secretary/Treasurer approved by the Board of Directors. Both the Guild President and the Secretary/Treasurer serve on the Board of Directors of Western Arkansas Ballet and shall have two votes.

All funds generated by the Guild, although kept in a separate account, are part of the general funds of Western Arkansas Ballet and, as such, are subject to the same controls and rules of accountability. Funds made through the Guild concessions, social events and other activities are used for workshops, performances, dance scholarships, and other Western Arkansas Ballet programs as determined by the Guild President and approved by the Board of Directors. The Guild also raises the funds necessary to purchase the packets for the Western Arkansas Ballet Company members to attend the Regional Dance America/Southwest Festival each year. See Chapter 12 for more on Regional Dance America.

The Guild hold many annual fundraisers throughout the year. The Guild holds snack sales in the studio with variety of snacks and water available for \$1.00. Snack sales operate on the honor system, so please help us teach our students how important honor is by taking only what is paid for and not requesting I.O.U's from the receptionist. If you are interested in helping out with the Guild or would simply like more information, please contact the studio at 479-785-0152.



Scholarships

Nancy Wood Scholarship Fund

It is the desire of the Board of Directors of Western Arkansas Ballet that no student who wishes to pursue dance be turned away due to financial hardship.

The Nancy Wood Scholarship Fund was established by the Board of Directors of Western Arkansas Ballet in 1993 in honor of the Ballet Founder and then President of the Board. WAB has four dance scholarship programs, the only four in the state of Arkansas.

This special fund is to aid young dancers who have the desire to pursue the art of dance but not the financial means to do so. Money from this fund pays for dance tuition, shoes, workshop fees, supplies, travel expense and/or other purposes as approved by the Scholarship Committee.

Nancy Wood has served as a Founder, Board Member, School Manager, Executive Director and Board President. She and her husband, Don, were founding members of Ballet Arkansas in Little Rock under the guidance of Mrs. Lorraine Cranford. Don Wood was Treasurer for Ballet Arkansas and Nancy was the Guild President from 1978 until their move to Fort Smith in 1981.

Nancy has transformed her vision of a dance company and school where correct dance technique and discipline is taught. It is her insistence on quality that is the driving force behind Western Arkansas Ballet. It has always been Nancy's desire to promote the art of dance in the area and to provide the best possible training to any child who has the desire to dance regardless of their financial means.

In recognition of, and gratitude for the thousands of hours Nancy has given to Western Arkansas Ballet, the Board of Directors has established this scholarship in her name. The Board has contributed seed money for the scholarship fund and encourages community support for this very worthwhile effort to help young dancers in our community.

All donations or requests for assistance should be sent to the following:

Western Arkansas Ballet
ATTN: NWSF
4701 Grand Ave.
Fort Smith, AR 72904-7141

Applications are available online at waballet.org and at the studio.

Deadlines to apply are as follows:

August 1 – for scholarships September thru December;

December 1 – for scholarships January thru May;

May 1 – for scholarships June thru August

Ray Moore Scholarship Fund

The Ray Moore Memorial Scholarship Fund was established in the spring of 2005 by the children of Ray Moore. Ray was a life member of the Western Arkansas Ballet Board of Directors and performed almost yearly as Drosselmeyer in the annual production of *The Nutcracker*. Much to his own heartbreak, he missed the 1997 and 2004 productions because of his health.

Mr. Moore grew up in Fort Smith and lost his parents at an early age. He was a graduate of Fort Smith High School class of 1955. At the time of his death, March 26, 2005, he was self-employed as a Public Records Researcher. Mr. Moore was also an Army veteran, a member of Miss Laura's Players, and was active in The Fort Smith Little Theatre.

He attributed many of the things he was able to do to the generosity of people in this community. Those who knew him know that he loved to entertain people of all ages but he especially loved children. At his request, the fund was established to help children ages 4 to 9 to be able to participate in dance that might not otherwise be able to participate because of financial reasons. Tuition, leotards, and shoes can be covered at the discretion of the Scholarship Committee.

All donations or requests for assistance should be sent to the following:

Western Arkansas Ballet
ATTN: RMSF
4701 Grand Ave.
Fort Smith, AR 72904-7141

Applications are available online at waballet.org and at the studio.

Deadlines to apply are as follows:

August 1 – for scholarships September thru December;

December 1 – for scholarships January thru May;

May 1 – for scholarships June thru August

For more information, call 479-785-0152.

Rachel Campbell Smith Scholarship Fund

Rachel Campbell Smith's family established the The Rachel Campbell Smith Scholarship Fund in her memory. This scholarship sponsors a dancer in financial need for a full year, providing tuition to dance classes and additional monies for shoes and other dancewear. The Scholarship is awarded to a student who shows great desire to continue dance education and love of the dance arts.

Chapter

8

Communications

This handbook is printed to answer any general questions students or parents may have. However, it is impossible to address all issues here. **WAB utilizes email as the main form of communication.** At the beginning of each month an emailed newsletter with important upcoming events will be sent families actively enrolled in The Academy. During busy seasons, particularly close to productions and season end, additional emails may be sent as needs arise. Please be sure to keep your contact information current in our Dance Studio Pro software to ensure you receive all communication.

In the event of an unforeseen studio closure (weather, illness, natural disaster) WAB will email AND text all affected Academy families through our Dance Studio Pro software. Closures will also be posted on our social media pages (Facebook and Instagram).

The website remains updated regularly and includes classes, rehearsal schedules, cast forms, and important information for dancers. Performance and ticket information appears on the website. Western Arkansas Ballet has a variety of annual performances. The following is a list of these performances and the primary part of Western Arkansas Ballet that is involved:

Fall Ballet	October 12, 2024	King Opera House-WAB II and Company
39th Annual <i>The Nutcracker</i>	Dec. 21-22, 2024	Open Auditions September 28, 2024
RDA/SW Festival (Fort Smith, AR)	March 13-15, 2025	Hosted by Western Arkansas Ballet
Dance Fusion	May 2025	WAB Company Student Choreography
Spring Dance Concert	May 2025 (date TBD)	All Academy Students

If you have questions, please call the studio at 479-785-0152 or email info@waballet.org.

Dance Studio Pro – Parent Portal

Western Arkansas Ballet uses the studio management system, Dance Studio Pro. This system manages communication, attendance, tuition payments and more. It is important that every parent subscribe to receive important communications from WAB. The Dance Studio Pro Parent Portal allows each parent to log in to their account to check class schedules, account balances, submit absences, view documents (such as the WAB Handbook), etc. You can log in to your account to pay your balance online or even easier, you can sign up for auto-pay for your payment to automatically be charged to your card or be deducted from your bank account each month. Each family receives a Parent Portal login when you register. If you forget your login information or have never received it, please contact administrative staff at info@waballet.org or by calling 479-785-0152.



39th Annual *The Nutcracker*

Our annual production presents the community and the Western Arkansas Ballet Company an opportunity to perform Tchaikovsky's *The Nutcracker*. Professional artists join WAB to perform along with over 100 local children and adults. Academy dancers ages six and up are encouraged to audition.

Auditions will take place at the studio on September 28, 2024. Participants must have two years of experience in dance and/or gymnastics. Audition fee is \$45. (\$15 audition/casting fee plus \$30 costume fee)

Audition times are as follows
with the first 30 minutes for registration:
Girls & Boys ages 6, 7, & 8 will be from 10:00 am—12:00 Noon in Studio A
Girls & Boys ages 9 & 10 will be from 12:15 pm—2:15 pm in Studio A
Girls & Boys ages 11 years and up will be from 2:30 pm—4:00 pm in Studio A

There are also parts for adults & boys with little dance experience. If you are interested, please call the studio at 479-785-0152. There will be audition forms you can fill out prior to the audition.

Community volunteers play a vital role to the production process. Our volunteers do everything from organizing t-shirt sales, hanging posters, help backstage, fit, sew, organize and clean costumes, usher, sell concessions, and much more! If you would like to help us during our annual production, please contact us at 479-785-0152.

This year's performances of *The Nutcracker* take place on Saturday, December 21 at 7:00 pm and Sunday, December 22 at 2:00 pm at the ArcBest Corporation Performing Arts Center in Fort Smith.

Tickets go on sale online (www.waballet.org) in November, so be sure to get yours! *The Nutcracker* is a family tradition for many families and is sure to bring joyful and bright holiday memories to any audience member, cast and crew participant. Make WAB's 39th Annual production of *The Nutcracker* a part of your family's annual holiday traditions.

If you need any further information, please contact us at 479-785-0152 or email us at info@waballet.org.

Regional Dance America Festival



Western Arkansas Ballet is proud to be a member of Regional Dance America/Southwest. Regional Dance America (RDA) is a national organization with a mission of “Elevating the future of dance in America-giving dancers experience and directors perspective. RDA envisions a future with increasing opportunities, exposure, and connection for pre-professional dance companies around the United States. RDA will inspire a growing community of excellence in dance education, choreography, and performance. RDA provides a national identity and support for its five regional associations: MidStates, Northeast, Pacific, Southeast, and Southwest. Member companies develop artistically throughout regional and national festivals by affirming standards of appraisal, evaluation, and performance to all who participate.

During a Regional Dance America Festival, company members will gather from around a region to take class, attend seminars, and perform for one another. This is an opportunity to audition for scholarships, summer workshops, and to gain valuable knowledge and performance experience in and out of the classroom.

Annual Spring Ballet

Western Arkansas Ballet has presented a spring performance for over 20 years. The performances have evolved from a portion of a classical ballet and various other works formerly called “Shall We Dance” and “An Evening at the Ballet” to what are now full-length ballets. Recent productions include *Sleeping Beauty*, *Cinderella*, *Peter Pan*, *the Wizard of Oz*, *Giselle*, and *Alice in Wonderland*.

A Spring Ballet will not be performed in 2025 because Western Arkansas Ballet plays host to the RDA/SW Festival 2025 March 13-15, 2025 in Fort Smith.

RDA/SW Festival 2025 includes three evenings of performances displaying original choreography from member companies including Western Arkansas Ballet. Public ticket sales to RDA/SW Festival 2025 performances go on sale in late 2024. Visit waballet.org for up-to-date information.

WAB’s presentation of a full-length Spring Ballet returns in the Spring of 2026!

Spring Dance Concert

The Spring Dance Concert performance displays the hard work and growth of Western Arkansas Ballet Academy dancers. The Spring Dance Concert performance takes place in May 2025 at a local theatre. Academy classes are divided between two performances that will be announced early in 2025. The Spring Dance Concert demonstrates what your dancer has learned in class provides the opportunity to observe changes and improvements since Parent Observation Month in November.

Awards are presented at the Spring Dance Concert. Students who hold perfect attendance receive an award. Dancers must be enrolled for at least the entire spring semester to receive the award. Perfect attendance awards acknowledge the time, dedication, and loyalty a dancer and his/her family have dedicated to class for the season. Faculty award students who are most improved and with those with the best attitude. Finally, a volunteer that has been instrumental in making the current season successful is presented with the Volunteer of the Year award. Please stay for the entire program so that your child does not miss the opportunity to receive their award.

Students work on Spring Dance Concert choreography in class. It is important that dances attend class as regularly as possible to learn and remember the choreography. Preparation begins as early as February in some classes. However, every step learned since September plays a crucial role in performing at the Spring Dance Concert.

The Spring Dance Concert is one way the art of performance is introduced to students. Performing combines remembering the steps with smiling and entertaining the audience. The concert is a very informal and casual way to introduce the performance process to dancers.

Dress rehearsal takes place the day before the Spring Dance Concert to prepare for the performance day. On this day, students are to come to the theatre in their dress code class attire and we do a slow run through of the actual program. **It is imperative that each student attend this dress rehearsal** to help them understand what to expect and ease nerves.

Spring Dance Concert Fee A **non-refundable** \$30 (per family) recital fee is due May 1, 2025. The fee will post to the parent portal on April 15, 2025. The recital fee covers the costs associated with the Spring Dance Concert including theatre rental. There is no admission charge for entry into the Spring Dance Concert. Spring Dance Concert fees will process through auto pay for those enrolled on May 1, 2025 for those enrolled. Dancers who do not plan to participate in the Spring Dance Concert must notify the studio no later than April 10, 2025.

Western Arkansas Ballet makes every effort to adhere to the schedule established at the start of the season. However, WAB, reserves the right to change this schedule as necessary to address unforeseen circumstances

Emergency Situations

If a child becomes injured while at Western Arkansas Ballet, a staff member will ensure their injuries are cared for appropriately. Falls, bumps, scrapes, bruises, insect bites, etc. must be tended to by a member of the staff. A member of the staff will treat the injury and initiate appropriate documentation. Head injuries require a courtesy phone call to a parent. Emergency services will be contacted as needed.

If a child becomes ill during class or has fever symptoms, the student will be evaluated. If a student vomits, has diarrhea or is running a temperature of 100.5 or higher, parents will be phoned to pick up their child.

Fire Drill/Evacuation

When the smoke alarm sounds:

1. Teachers will calmly ask their students to line up and grab their attendance binder (if not already taken by the Administrative Assistant).
2. Teachers will lead the children to the exit closest to the front door. If the front door is inaccessible due to fire, the teacher will direct the students toward the back exit.
3. The Administrator and or Administrative Assistant will contact 911 to report a fire. They will then ensure that the lobby and all studios, bathrooms, and offices are clear before exiting the building. Each room door should be closed once it is confirmed no one is inside. If the attendance binders have already been collected for the class time, these should be brought outside to the rendezvous point.
4. Everyone will meet at the parking lot across 47th street. A head count and confirmation of all attendees will be made at that time.
5. The Director will issue the all clear as soon as it is safe to re-enter the building.

Tornado

Tornado watch – Classes will remain as scheduled. The front desk will monitor weather information via the radio, weather app, or Channel 5 website. Families may practice their own discretion for pick-up.

Tornado warning – Class cancelation may take place if adequate time allows. If an a tornado warning occurs once classes have begun, a weather spotter will watch the sky and monitor the radio and weather app for weather information as well as maintain internet connection

with Channel 5 website. Parents will be called or texted once a decision has been made to close, and directed toward closest tornado shelter, across Grand Avenue at UAFS. If it is not safe to leave the facility to seek other shelter:

1. Faculty and staff will escort to calmly and collectively convene in the locker rooms and restrooms for safety.
2. A corded phone will be utilized during this time. Parents may reach the studio at (479) 785-0152.

Earthquake

In the event of an earthquake, students will be instructed to stay away from windows, take cover in doorways or under tables/desks and put both hands behind their neck and tuck their head down. Students will be released once all are confirmed safe and accounted for.

Water Outage

The facility will close unless the duration of the outage is planned and minimal in length.

Power Outage

The facility will close unless the duration of the outage is planned and minimal in length.

Chapter

11

2024 – 2025 Academy Calendar

June

2-7 Lorraine Cranford Summer Dance Workshop
6 Company Meeting @ 6pm
10-14 Nutcracker and Coppélia Summer Dance Camps
17-20 Cinderella Dance Camp
17-21 Elevé Dance Workshop
22-23 Adult & Junior Tennis Tournaments

August

5-9 WAB Company Class & Choreography
12-16 WAB Company Class & Choreography
15 Guild/ALL Company Parents Meeting-6:00 p.m.
18 Dancewear Pop-up Shop
19-22 WAB Class & Choreography
19-23 WAB II Class & Choreography
23-27 Guest Class & Choreography
26-29 WAB/WAB II Class & Choreography
30-31 No Class/Rehearsal

September

1-2 No Classes
3 Academy Classes Begin
6 Levitt Amp Series Performance
15 RDA/SW Board Meeting
15 Thrilling Performance Audition/Rehearsals Begin
21 Fall Workshop
28 The Nutcracker Ballet Auditions

October

7-10 Bring a Friend to Class week
12 Fall Ballet (2 shows) at King Opera House
TBD Guild Meeting
19 Nutcracker rehearsals begin
25 Thrilling Performance-Downtown Van Buren
TBD Company Poinsettia Sales

November

Parent Observation Month
TBD Company Poinsettia Sales
TBD Nutcracker Pictures
24 Sugar Plum Fairy Tea (setup 11am and event 2-4pm)
25-Dec 1 Closed for Thanksgiving Break

December

TBD Poinsettia Delivery
17-18 The Nutcracker Rehearsals ArcBest PAC
19 The Nutcracker School Performances (Thurs) ArcBest PAC
19-20 The Nutcracker Dress Rehearsals ArcBest PAC*
21 The Nutcracker Performance 7:00 p.m. ArcBest PAC
22 The Nutcracker Performance 2:00 p.m. ArcBest PAC
22-Jan 5 Closed for Christmas Break

January

6 Academy classes resume
TBD Guild RDA Meeting (late Jan/early Feb)

February

TBD Guild RDA Meeting
16 RDA Adjudication

March

13-15 RDA Festival hosted by WAB-Fort Smith, Arkansas
24-28 Spring Break

April

1 Dance Fusion Rehearsals Begin
TBD Spring Pictures (All Academy)
13 Mad Hatter Tea Party

May

3 Dance Fusion
8 Company Prospective Meeting
15 Last day of Academy classes
17 Spring Dance Concert Rehearsal
18 Spring Dance Concert Performances
21 WAB II Company Auditions
22 WAB Company Auditions

June 2025

1-6 Lorraine Cranford Summer Dance Workshop
TBD Elevé Dance Workshop
TBD Summer Dance Camps (Ages 4-9)
TBD WAB & WAB II Company Meeting 6:00 p.m.

Holidays

The Academy of Western Arkansas Ballet will observe the Fort Smith Public Schools calendar for **Thanksgiving, Christmas and Spring Break schedules ONLY**. Notification of weather-related closures will be made via email and text as well as posted on our voicemail, website, Facebook and Instagram. Make-ups are available during other class times of the same level (Example: Ballet III Monday class may be made up during the Ballet III class offered on Wednesdays). If another class is not available for the level, a make-up will be scheduled with notification provided at the next class.

***Please note that some classes may be rescheduled or cancelled the week of Dec. 16-19, 2024, March 13-15 and 2025 due to productions and festivals.**



Frequently Asked Questions

Q: How can I talk to an instructor?

A: If you would like to talk to an instructor one on one, please fill out a Conference Request Form. Our schedule is very tight and there is not always time to talk to the instructor either before or after class. Please see page 17 for further information.

Q: What do I do if I've lost something?

A: There is a lost and found located in the lobby. It is emptied on a regular basis, so be sure to look through it often.

Q: Where does a student keep their belongings while in class?

A: All company members are to keep their belongings in the dressing room lockers. All other students may leave their belongings in the cubbies.

Q: What is the best way to deliver my tuition payments?

A: There are a number of options. You may mail your tuition check to 4701 Grand Ave., Fort Smith, AR 72904-7141. You may give your payment to the Administrator during regular business hours or leave the locked mailbox outside the studio doors. The most convenient option available 24/7 is to pay online at Dance Studio Pro Parent Portal or enroll in auto-pay. A late fee of \$25 assessed on the 6th of the month, so be sure to get your tuition in on time.

Q: Is tuition discounted when class is not in session for the whole month (for example, December & May)?

A: No, all tuitions are based on the total annual cost of the program that are divided into nine equal payments. For months that have 5 weeks, we do not charge any additional tuition.

Q: Is there an end-of-year recital?

A: Yes, the Spring Dance Concert is a performance for all classes held during the year. A variety of student awards are given during the Spring Dance Concert.

Q: Are we required to purchase costumes for Spring Dance Concert?

A: No, dancers will wear what they wear in class (with the addition of tutus for Creative Movement and Ballet I, which will be provided).

Q: Is my student required to perform in *The Nutcracker*?

A: No, participation in *The Nutcracker* is voluntary.

Q: If my child participates in *The Nutcracker* what is required?

A: Once your child is given a part, he/she will have weekly rehearsals on Saturdays beginning in October until the performance. There will be additional rehearsals at the theatre the week of the performance. Parents are also required to help in some capacity, with most of the volunteer time occurring during the week of the production but activities as well as before, during, and after the performances. The cost of being part of our productions is nominal. A \$30.00 costume fee is required from each participating cast member to help cover the cost of cleaning and maintaining costumes. You may be required to purchase a few accessory items for your costume. We try our best to minimize those costs. Ticket prices for performances vary but are generally between \$20 and \$30. Early ticket sales are offered to cast families. Additional costs, that are not required, include t-shirts, DVD, yard signs, and Nutcracker gifts.

Q: Where can I see what is happening at WAB?

A: Any of the following places:

- our website www.waballet.org
- studio door flyers
- Facebook and Instagram

Q: When does my child need to take more than one class a week?

A: When the instructor and parent agree that the child has the drive and ability to take another class and believe it would be beneficial.