

# *Susan Hayward School of Dancing*

**Co-Directors Susan Hayward and Heidi Patterson**

Dance Studio's located in the Historical Montara Grammar School circa 1915

496 6th St./P.O. Box 370651

Montara, Ca. 94037

Tel/Fax (650) 728-7519

www.SHaywardDance.com

## *Celebrating our 32nd Year!*

2010/2011 School Year

Welcome!

The mission of our school is to bring the highest quality of dance instruction to the Coastside Community. Our teachers are qualified by the Royal Academy of Dance, London. We also believe that the creative, musical and performance aspect of dance is important and we nurture our students to express themselves. We encourage our students to pursue dance to the levels they desire- be it recreational or professional. We create quality performances big and small for the community to share our love of dance with others.

In our school we foster manners, respect, self-discipline and a sense of "dancing family". We work together as a staff with students and parents to promote a positive environment for dancers to learn.

Through their years with us, we hope our students learn not only to love the arts but also to strive- wherever life takes them. Our students have gone on to be professional dancers, teachers, lawyers, nurses, business executives and many other wonderful careers. What thrills us is that our students still visit, they remember their dancing with joy and even bring their children to dance with us!

Enclosed are this year's schedules, information and registration materials. ***Please note that the school is closed Wednesdays.*** We do ask that parents take the time to fill in a registration form/production contract/photo release. Registration for the 10/11 school year is August 2nd/10. Send to P O Box with \$60.00 registration fee and first month's tuition. Classes commence Tuesday, September 7, 2010. We look forward to working with you.

Sincerely,  
Susan Hayward  
Heidi Patterson  
Co-Directors

Please keep Items 1-7 for your reference throughout the year.

### A. Faculty

- |                                     |                                |
|-------------------------------------|--------------------------------|
| 1. Curriculum                       | 7. Parking Information and Map |
| 2. Tuition Information              | 8. Registration/Emergency Form |
| 3. Dance Class Schedule             | 9. Production Contract         |
| 4. Class Recommendations and Attire | 10. Photo release form         |
| 5. Regulations and Safety           |                                |
| 6. Calendar of Holidays and Events  |                                |

## FACULTY

## A

**SUSAN HAYWARD RAD RTS DIRECTOR**- A registered teacher of the Royal Academy of Dance and an affiliate of the American Academy of Ballet. Susan was the winner of many national dance competitions in Great Britain. She has been teaching, choreographing and entering children for RAD examinations for over 40 years. Preparing students from Pre Primary through Grade 8 and Solo Seal Awards Coaching and traveling with qualified candidates for Phyllis Bedells Award, London and the Adeline Gence International Ballet Competitions, Sydney, Australia and Athens, Greece. Youth America Grand Prix regional semi finals and New York finals. Ms. Hayward has produced, directed and choreographed many full-length ballets on the coastside, including *Snow White and the Seven Dwarves*, *The Wizard of Oz*, *The Tales of Beatrix Potter*, *La Fille mal Gardee*, *Nutcracker*, *Alice's Adventures in Wonderland*, *I'll Tell You a Story*, and *The Enchanted Crystal Ball*.

**HEIDI PATTERSON RAD RTS CO DIRECTOR, BALLET AND TAP TEACHER**- A former student of the Susan Hayward School of Dancing and Ms Hayward's daughter. A registered teacher of the Royal Academy of Dance. Mrs. Patterson received her ballet training from Susan Hayward, Jackie Thomas (former owner of the dance school) Sheila Nelson (former soloist with the Royal Ballet Company, London) and Mr. Russell Director of the Performing Arts Academy and was in many of his productions in the Bay Area. Participated yearly in Dancers Repertory Theatre "*It was the Night Before Christmas*." Mrs. Patterson is director of the tap program. Her tap teacher was Mercedes Fitzgerald for fifteen years. Mrs. Patterson teaches tap based on the Al Gilbert method graded syllabus. Her choreography has been in the dance school productions, *Alice in Wonderland*, *I'll Tell you a story*, *The Enchanted Crystal Ball*. Local high school musicals, *The Pajama Game*, *Crazy for you* and CCT Talent shows.

**COLIN RUSSELL- GUEST TEACHER - INTERNATIONAL BALLET MASTER**- Mr. Russell brings his wealth of fifty years of performing and teaching experience to our school. He received his dance training at Ballet Rambert School with Dame Marie Rambert D.B.E., Anna Ivanova, Sally Gilmore and at the Legat School with Nadine Nicoleave Legat. Danced in *Swan Lake*, *Hungarian Rhapsody*, *Sleeping Beauty*, *Las Sylphides* and many more.

**SADE WARNER-BALLET TEACHER**- a 2005 graduate of the SHSD. She holds her Royal Academy of Dance Advanced 1 (professional level) certificate and is a recipient of the Grade 8 Award. Sade has been dancing since she was three year old. Her earliest roles in SHSD performances include a butterfly in *La Fille mal Gardee* and a water lily in *The Tales of Beatrix Potter*, to Minerva (a star role) in the 2005 production of *The Enchanted Crystal Ball*. Sade was a member of Shoreline Youth Ballet which performed in many community events. She has helped teach future generations of SHSD dancers in ballet, tap and jazz. Sade is attending SF State College where she continues to pursue dance and is working towards her dance degree. To quote Sade, "Dance has given me discipline, dedication, and persistence to reach personal goals."

**ELIZABETH KNIER-BALLET TEACHER**- a former student of the SHSD. Received her dance training from Jackie Thomas, Susan Hayward, Sheila Nelson (former soloist with Royal Ballet) Beryl Millar scholarship teacher for Royal Academy of Dance. Appeared in JTSD *Coppelia*, as Cinders in *Cinderella*, the Scarecrow in Jackie Thomas and Susan Hayward's *The Wizard of Oz*. SHSD as Snow White in *Snow White and the Seven Dwarves*. Attending several Dance Summer Workshops at the College of Notre Dame, Belmont with the British Dance Teachers Association of America. Ms Knier brings a sense of continuity to the school as her nieces Willow Knier and Arielle Knier were former SHSD students too! Willow graduated and became a teacher at SHSD.

**VIVIAN ARAGON ARAD-BALLET TEACHER**- a 2003 graduate of SHSD. Vivian passed her Royal Academy of Dance Grade 1 through Grade 8. Vocational levels (professional branch) to Advanced 2, passing these exams with distinction qualified her to attend Phyllis Bedells Bursary Award, London and in 2002 Gence International Ballet competition, Sydney, Australia. An amazing experience for a young dancer. Vivian attended various Summer Workshops, American Academy of Dance, Vassar, Brigham Young Summer Intensive, North Carolina School of the Arts, American Ballet Theatre Intensive, Burklyn Ballet Theatre, Vermont. She graduated from Terra Nova High School as Valedictorian of her class and was accepted into the Dance Conservatory at SUNY Purchase College, NY and attained a double degree in Dance and Art. Upon her return to the Bay Area she has been a Soloist Dancer with Peninsula Ballet Theatre.

**HELEN HOLMLUND - ASSISTANT TEACHER** has been a student with the SHSD from the age of four. She has passed all her RAD Grade examinations, most recently receiving Grade 8 award with Distinction. Vocational Level Intermediate with Merit. Helen has appeared in many of the dance school production and has been assisting teachers in classes for 5 years.

**HALEY HOLMLUND - TEACHING ASSISTANT** like her sister has been with the SHSD since she started in 1st steps class. Recently passing RAD Grade 7 with Distinction and Vocational Level Intermediate with Merit. Haley has appeared in all of the SHSDS productions since she started dance lessons. Haley has been helping teachers in the classes for the past 3 years.

## CURRICULUM

**FIRST STEPS** (Early Childhood Program)- This program is designed for preschool children ages 2.5-5 years old. The structure of a classroom environment is introduced and the children learn to take simple direction from the teacher. Children become familiar with, and master the use of parts of the body and the groups working in a circle and with partners. Musicality and rhythm are taught through clapping, singing and improvising to music. Creative imagery and mime are used to help the children's responses to music and movement. Basic movement themes such as jumping, balletic runs and walks, spinning and skipping are explored as an introduction to classical ballet steps.

**BALLET-ROYAL ACADEMY OF DANCE SYLLABUS-** Our school is affiliated with the Royal Academy of Dance in London, England- a worldwide teaching body that offers a carefully constructed syllabus taught by qualified teachers. The Grades begin with preprimary for children at least 5 years old, and continue through Grade 8. We also teach the Academy's Vocational Syllabus, which is geared towards the preprofessional student aged 11 and up. Examinations are held annually. We highly recommend student to participate in examination. Examinations serve as a yardstick for teachers and parents to measure their child's improvement.

**Pink Ballet is RAD Pre Primary/Primary (5-6 & 6-7yrs)** Progressing from First Steps, the students learn to work in lines and on the diagonal. Coordination and control of body, hand, arms. Traveling movements, skipping forward, backwards and simple jumps. Sideways gallops with partner. Music and rhythmical awareness. Expression taught through mime and free movement. Introduction to character steps in the Hungarian style.

**Blue Ballet is RAD Grade 1 (7-9yrs)** Students are introduced to use of the ballet barre. Learning correct posture and weight placement. Coordination of whole body and arms. Demonstrate elevation, traveling steps and working with a partner or in groups as a team. Adding ballet step vocabulary. Hungarian Peasant style character dance steps. Learning to dance as solo, duet or groups. It is recommended at this level to attend twice a week.

**Lavender Ballet 1 is RAD Grade 2 (8-11yrs)** Students are now accustomed to use of the ballet barre and centre work. Performing with co-ordination of the whole body. Elevation and traveling steps will be expanded. Study of pirouettes. Stretching for extensions and pre demi pointe work will be introduced. Musical elements in correct timing, rhythm and responsiveness. Character steps in the Hungarian Peasant style. Students at this level are required to attend two classes per week.

**Lavender Ballet 2 is RAD Grade 3-4 (10-12yrs)** Students at this level are introduced to extended bare exercises. Increasing demi pointe work, stretching and strengthening. Coordination through the body along with adding to the vocabulary of traveling steps, elevation and pirouettes. Free movement and use of upper back. Character steps in the Russian Peasant style. Students at this level are required to attend 3 classes per week, preparing for pre pointe work.

**Red Ballet is RAD Grade 5 (11-13yrs)** Students at this level perform specific exercises at the barre and centre. Extending their step vocabulary. Increasing stamina, discipline and concentration. Developing expressiveness and artistry. Building strength for pre-pointe work. Self expression through free movement. Character steps in the Russian Peasant style expanded. Perform with expression and communication. Students at this level are required to attend 3 to 4 classes per week.\*\*to strengthen for pre pointe shoes and pointe shoes.

**Navy/Inter Ballet RAD Vocational Grade (13-14yrs)** Students who have progressed to pre professional level, now have an extensive ballet vocabulary. Developing good secure posture, co-ordination of the whole body. Performing articulated footwork and secure use of legs. Demonstrating line and placement of arms and body. Working toward strong pirouettes and elevation. Sense of performance and artistry. Progressing to pointe work at the teachers discretion. Preparing for Intermediate Vocational examination. Students at this level are required to attend 3 to 5 classes per week required for examination and pointe work.

**Advanced Ballet (14-18yrs)** Students at this level have a vast vocabulary of classical ballet. Most have achieved passing all the above grades up to Grade 7 and are working on Grade 8. Working towards Advanced Foundation, Advanced 1 and Advanced 11. Students are required to attend 4 to 5 times to keep up strength for this level.

**\*Some classes will be combined this year. Example:- Blue/Lavender - Red/Navy**

**TAP Program** - we offer tap as an alternate dance disciplines to be studied alone or in conjunction with classical ballet.

**Reintroducing Jazz Classes** - as with the tap program, jazz is introduced as another alternative dance discipline to be studied alone or in conjunction with classical ballet.

**REGISTRATION/INSURANCE FEE:**

**\$60.00 per student due with first month's fees.** Registration forms/production contract and photo release must accompany payment. We have highlighted the appropriate classes on your schedule. Please confirm preferred class days and times on registration form.

**CLASS TUITION:**

**Due the 1st of each month,** commencing September 1, 2010 through June 1, 2011. **Yearly tuition is divided into ten monthly payments.** Full fees are due each month, **including December and June-no deductions please.** Please drop fees in the payment box in the foyer or mail to: P.O. Box 370651, Montara, CA 94037. Monthly bills will not be sent. **A late charge of \$15.00 will be added if payment is not received by the 7th of the month. Late charges will be enforced if bills have to be sent by the bookkeeper.**

**Family Rates: Please use the descending scale listed below.**

**Attendance-**missed classes may be made up in a similar level class. **Tuition deductions are not allowed.** If we need to cancel classes for any reason, we will schedule make-ups or **we** will let you know to pro rate.

**Notice to Quit-we require four weeks notice by phone or in writing to quit through April 1. After that date, the full payment commitment through June will be required.**

**TUITION FEES:**

<b>Class Length</b>	<b>10 Monthly payments</b>	<b>Class Length</b>	<b>10 Monthly payments</b>
<i>1/2 hour class</i>		<i>3/4 hour class</i>	
1 class per week	\$85.00	1 class per week	\$90.00
2 classes per week	\$150.00	2 classes per week	\$160.00
3 classes per week	\$225.00	3 classes per week	\$240.00

**Class Length**

*one hour or longer class*

<b><u>Class Length</u></b>	<b><u>10 Monthly payments</u></b>
1 class per week	\$95.00
2 classes per week	\$175.00
3 classes per week	\$245.00
4 classes per week	\$315.00
5 classes per week (family)/unlimited for one student	\$385.00
6 classes per week	\$450.00
up to 12 classes per week per family	\$475.00
Drop in rate for any length class	\$25.00
Private lessons- available by appointment	\$35.00 per 1/2 hour
Semiprivate lessons for 2 students	\$50.00 per 1/2 hour

**If a permanent time slot (studio space and teacher) is assigned to a student, private lessons are payable in advance each month with fees.(calculate based on the school calendar) Private lesson fees are nonrefundable unless canceled by the school. However, if 24 hour notice is given due to illness, make-ups can be arranged.**

**\*Parents with different last name to child-**please note child's name in memo on check.

**\*Divorced parents-**if you are splitting tuition costs, please let the book keeper know.

Susan Hayward School of Dancing  
**Fall/Winter/Spring Schedule 2010/2011**

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**Studio 3 (Auditorium)**


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**Studio 1 (Upper Level)**


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**Monday**

4:00-5:30 Navy/Ad F(13yrs & up)  
 5:30-6:30 Red Ballet (11-13yrs)  
 6:30-7:30 Junrior Jazz (8-12yrs)

4:15-5:15 Lavender 1 (8-11yrs)  
 5:15-6:00 Lavender Tap (8-11yrs)

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**Tuesday**

3:45-4:30 Pink Ballet (5-7yrs)  
 4:30-5:30 Blue Ballet (7-9yrs)  
 5:30-6:30 Red Ballet (11-13yrs)  
 6:30-8:00 Navy/Ad. Ballet (13 & up)  
 8:00-8:30 Private

3:15-3:45 1st Steps (2.5-5yrs)  
 4:00-4:30 Blue Tap (7-9yrs)  
 4:30-5:30 Red Tap (11 & up)  
 5:30-6:30 Advanced Tap (14 & up)

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**Wednesday**

**Dance School Closed**

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**Thursday**

4:00-4:30 Private/Semi Private  
 4:30-5:00 Private  
 5:00-6:15 Navy Ballet (12-14yrs)  
 6:15-8:00 Advanced 2 (14yrs & up)  
 8:00-8:30 Private

5:00-6:15 Red Ballet (11-13yrs)  
 6:15-6:45 Private

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**Friday**

4:00-5:45 Advanced 2 (14yrs & up)  
 5:45-6:45 Senior Jazz (14yrs & up)

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**Saturday**

9:00 - 9:45 Pink Ballet (5-7yrs)  
 9:45-10:30 Blue Ballet (7-9yrs)  
 10:30-11:45 Navy Ballet (12-14yrs)  
 11:45 -1:15 Ad 2 Ballet (14 & up)  
 1:15 -1:45 Private  
 1:45- 2:15 Private

9:00- 9:30 1st Steps (2.5-5yrs)  
 9:30-10:30 Lavender 1 Ballet (7-11yrs)  
 10:30-11:45 Red Ballet (11-12yrs)  
 11:45-12:15 Private

*Tap Students Note: Tap class colors now correspond with Ballet Class Colors*

*Pink Tap is now Blue Tap*

*Blue Tap is now Lavender Tap*

*Silver Tap is now Red Tap*

*Gold Tap is now Advanced Tap*

## Recommended Classes for Ballet Students:

To progress at the appropriate rate for their level and age, students should follow these guidelines. Students who take fewer classes will not progress through the levels at the same rate. Decisions about RAD examinations is at the discretion of instructors based on their professional opinion of each individual student's ability to achieve a successful result.

PINK BALLET (5-6yrs & 7-8yrs) - 1 or 2 classes per week (RAD Pre Primary & Primary)

BLUE BALLET (7-9yrs) - 2 class per week (RAD Gr. 1)

LAVENDER BALLET 1 (8-11yrs) -2 classes per week (RAD Gr. 2)

LAVENDER BALLET 2 (10-12yrs) - 3 classes per week (RAD GR. 3-4)

RED BALLET (11-13yrs) 3-4 classes per week (RAD Gr. 5)

NAVY BALLET (13-14yrs) -3-4 classes per week (Grade 7 & Intermediate Vocational level)

ADVANCED BALLET(14yrs & up) 4-5 classes per week (Ad. Foundation/Ad 1 Vocational & Gr. 8)

PILATES- instruction and reformer is available to students preparing for Vocational Exams- at least 1 session per week is recommended

**About "Soft-Blocks" and Pointe Shoes-**students must be a minimum of eleven years old and studying ballet 3 to 4 lessons a week to start training en pointe. Students will be assessed individually and placed in soft-blocks for at least six months before pointe shoes. Parents and students should understand that a great deal of strength is required for pointe work, and placement is at the sole discretion of instructors. The students' safety is our main concern.

**Tap-**students who also take ballet will progress more quickly, due to technical foundations.

**DRESS CODE:** Dancing is a form of discipline, and as such all students should be properly groomed and attired. Students' appearance should be neat and tidy. Hair should be secured away from the face- ballet students should wear a neat bun. **We cannot supply hair nets and pins for the entire school! Every dancer should have their own ample supply of hair stuff, and keep recycling it.** Short hair should be held back in a headband. No jewelry or watches in class.

**Girls/Ladies Ballet Uniform** *Note full soled pink ballet shoes up to and including Navy Ballet*

**First Steps:-** short-sleeved leotard. Attached or separate chiffon skirt is recommended. White ankle socks and pink ballet shoes with elastic.

**Pink Ballet:- Pink** short-sleeved leotard. Attached or separate chiffon skirt, white ankle socks ballet shoeselastic.

**Blue Ballet:-** Blue short-sleeved leotard, blue elastic waist belt, white ankle socks, pink ballet shoes with elastic. Character skirt and shoes.

**Lavender Ballet:- Lavender** short-sleeved leotard, lavender elastic waist belt, pink tights, pink ballet shoes with elastic. Character skirt and shoes.

**Red Ballet:- Red** cap-sleeved leotard, red waist belt, pink tights, pink ballet shoes. Character skirt and shoes.

**Navy /Inter Ballet:- Navy or Periwinkle** short-sleeved leotard (no "low-backs"), elastic belt. Pink tights and pink full-soled ballet shoes with elastic (ribbons for exams). Character skirt and shoes.

**Advanced Ballet:-**solid color leotard, pink tights, pink soft-blocks and pointe shoes. Character skirt and shoes

**Appropriate, discreet foundation garments under leotards- no "sports-bras"**

**No t-shirts or outdoor clothes in the studio. In cold weather, long sleeved leotards or ballet sweaters are allowed but must be removed after the barre. Ballet skirts for juniors and up are allowed only at the discretion of the teacher.**

## **Boys Ballet Uniform**

**First Steps-Lavender/Gr. 3 Ballet:-** white t-shirt, black shorts or leggings,white socks,black full sole ballet shoes\*\*\*Black jazz shoes needed for character in Lavender ballet class

**Girls and Boys:- Tap-** any color leotard (girls) t-shirt (boys) and black jazz pants. Black tap shoes. Girls' hair must be in a ponytail.

\*\*\*Leotards, tights, shoes, elastic waist belts can be ordered through the school-order forms in the foyer.

\*\*\*Character skirts can be ordered from Lily Rosado in New York, forms in foyer or at [www.characterskirt.com](http://www.characterskirt.com).

\*\*\*DANCE SHOES ALL LOOK THE SAME! *Please mark all clothing and shoes (inside) with students' name. Lost and Found bin in the foyer. We are not responsible for lost articles.*

**\*\*\*PLEASE DO NOT BUY THE DANCE SHOES AT "PAYLESS". THEY ARE NOT MADE PROPERLY,**

## REGULATIONS AND SAFETY

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The historic building privately owned and operated by Ms. Hayward and maintained by her partner, Larry Fosnot. We do have rules that we expect all students and parents to follow in order that we can provide a safe and respectful learning environment for our students. Our rules extend to the respectful treatment of our beautiful facility and neighborhood. Ms. Hayward lives in the building. Her apartments and restroom are private and off-limits to parents and students. Please go over these guidelines with your children at home, and be sure that they understand proper behavior at the dance studio.

### **In the Classroom:**

1. Students must come to class on time and properly groomed- upper school students will not be allowed to participate in class without shoes or hair in a bun.
2. Food, drinks, and gum are not allowed.
3. Students should address teachers and assistants with respect.
4. Students should apply themselves to learning in the classroom.
5. Students should not interfere with other students' learning by disrupting the class in any way.
6. It is at the discretion of the teacher to ask a student to sit out of activities if that student cannot control behavior. Parents will be notified if bad classroom etiquette becomes habitual.
7. Parents are not allowed to watch class, as it can inhibit the attention and learning of the students. Parents are invited to watch on Demonstration Days.

### **In the Building:**

...it is the teachers' job to teach, and we are unable to monitor students, parents and siblings in the building. Therefore we ask that these guidelines be followed.

1. Respect our building as you would your home:
  - no climbing and jumping on the couches, or putting the cushions on the floor
  - no climbing on bannisters, going in office or private rooms, cupola, running or gymnastics in the public areas
  - any food and drink should be consumed on the patio or in the kitchen downstairs.
  - put garbage in cans provided
  - no children playing in the bathrooms
  - belongings should be stowed neatly in the cubbies provided.
  - the changing room is for all students to use. Belongings left in cubbies must be in proper bags. Students are not to eat, loiter or lie on the floor in the changing room.
2. Siblings should be well attended-no "toddlers on the loose" please! or playing near the stairways
3. **Noise in the foyer should be kept to a minimum-** both as not to distract classes and not to overwhelm small children.

### **Parking Lot:**

1. Park properly at all times. Enter and exit with caution.
2. **ABSOLUTELY NO UNATTENDED CHILDREN IN THE PARKING LOT OR THE PATHWAY BELOW THE DECK-this is extremely dangerous and detrimental to the planted areas.**
3. **NO DOGS- PERIOD.**
4. There is a map attached of appropriate parking areas.

...In general, we are very lucky to have this wonderful space to dance and learn in and we ask that parents and students use common sense in order to preserve the tranquility of the building and neighborhood. We communicate important information about shows, exams and events via newsletters. Please read carefully, and always check the bulletin board if your child has missed class.

Office hours are Tues.-Fri. 10:00-3:00. **School is closed Wednesdays** except for special rehearsals/events. Questions can be addressed in person or by phone during office hours, or via phone message or note dropped in the payment box. Please do not disturb teachers between classes. **Ms. Hayward's private phone number should not be used except in an emergency**

# Susan Hayward School of Dancing School Calendar 2010/11

Our Calendar follows the Cabrillo Unified School District Legal and Adopted Holidays for 2010/2011 school year as shown below

2010 - 2011																						
July 2010						August 2010						September 2010										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	
11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
18	19	20	21	22	23	24	25	26	27	28	29	30	31									
25	26	27	28	29	30	31																
October 2010						November 2010						December 2010										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
				1	2		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9
24	25	26	27	28	29	30	31							10	11	12	13	14	15	16	17	18
31														19	20	21	22	23	24	25	26	27
January 2011						February 2011						March 2011										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
24	25	26	27	28	29	30	31															
31																						
April 2011						May 2011						June 2011										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
				1	2		3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
24	25	26	27	28	29	30	31															

KEY: Registration **R** / Dance School open **O** / Dance School closed **X** /  
 Tuition Due 1st of Month **\$** / Summer Camp

## Events

Registration Starts Aug. 2nd 2010      First day of Class- Tuesday Sept. 7  
 Staff Preparation Days Sept. 1,2,3      RAD Vocational Examinations- February  
 Annual Production- Date to be confirmed      RAD Graded Exams - April

Last day of regular classes Saturday June 11, 2011 / Summer Camp June 15-29

## Dance School Closed

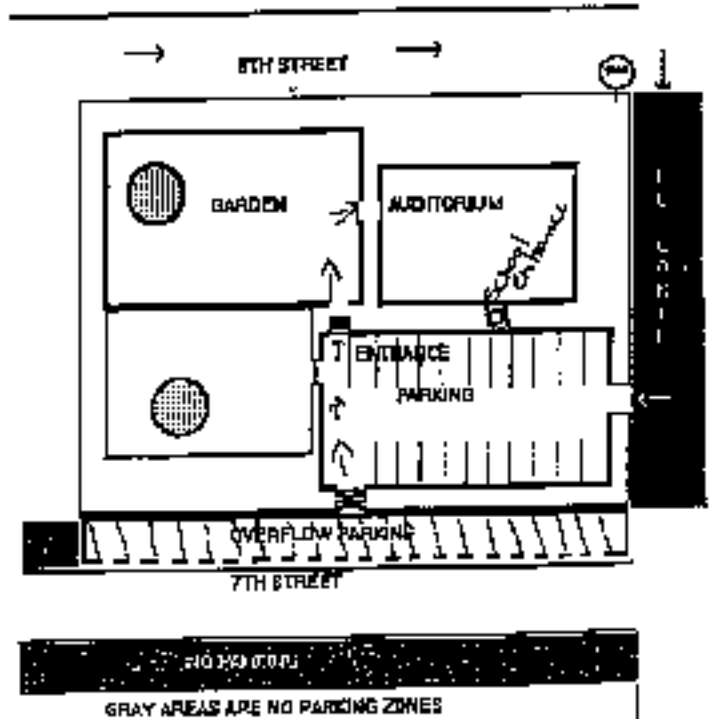
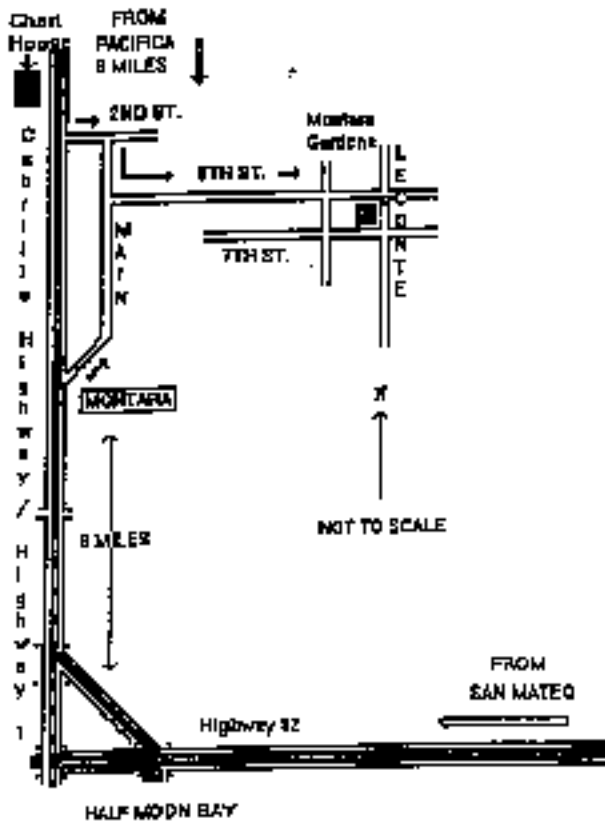
Labor Day Sept 6 /Thanksgiving Nov. 25,26,27 / Pumpkin Festival Sat. Oct 16 /  
 Winter Recess Dec.20-Jan.2 / Martin Luther King. Day Jan.17/  
 Presidents Week Feb. 21-25 / Spring Recess April 18-24 / Memorial Weekend May 28-30



MONTARA GARDENS LOCATED IN THE FORMER MONTARA GRAMMAR SCHOOL CIRCA 1915

**PERFORMANCE AND EVENT PARKING REGULATIONS ARE EXTREMELY IMPORTANT AND MUST TO ADHERED TO AT ALL TIMES OUR USE PERMIT REQUIRES THIS.**

Parking is available in our off-street parking lot, on 7th Street behind our property fence, and on 8th Street in front of our building. Please not on the map the darkened areas are strictly no parking zones, citation will be given if parked in these areas. We are in a residential area therefore we need to respect our neighbours driveways and access areas. During performances for our school please try to use one car per family/car pooling is important. Arrows indicate Auditorium entrance  
 x marks our 7th Street Gateway in the fence leading into the parking lot,



# Susan Hayward School of Dancing

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## **Student Registration/Emergency Information/Payment Agreement Form 2010/12**

(you **must** complete, sign, and return this form to the Susan Hayward School of Dancing before your child-new or continuing-can participate in classes)

**please print clearly**

Name of Student: \_\_\_\_\_

Mother(or Guardian's) name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

Student's Birth date: \_\_\_\_\_ Age: \_\_\_\_\_ School Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Home Telephone: \_\_\_\_\_ E-mail \_\_\_\_\_

Mother Work Phone: \_\_\_\_\_ Mother Cell Phone: \_\_\_\_\_

Father Work Phone \_\_\_\_\_

Father address & Phone(if different) \_\_\_\_\_

Alternate Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to Student \_\_\_\_\_

**Preferred classes (level & time)** Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_

Friday \_\_\_\_\_ Saturday \_\_\_\_\_

Privates (1st & 2nd choice) \_\_\_\_\_

**\*\*\*we do not send confirmation letters, you can consider yourself registered for a class when paperwork is turned in. If there is a problem or change, we will notify you.**

**New students-How did you hear about us?** \_\_\_\_\_

### **Agreement**

I have read and understood the rules of the Susan Hayward School of Dancing. I agree to all of the rules, with special attention to the following:

- \*I agree to prompt payment of class fees by the 7th of the month, or pay a late charge of \$15.00
- \*I agree to pay 10 monthly payments for the duration of the academic year (Sept-June.)
- \*I agree to pay a registration/insurance fee of \$60.00 (\$50.00 if paid by **August 2nd** with Sept.fees)
- \*I agree NOT to deduct the cost of missed lessons from fees due
- \*I agree to volunteer time or money to the performance production (see production contract)
- \*I agree to adhere to all of the outdoor/parking regulations**
- \*I agree to hold the Susan Hayward School of Dancing and its premises, residences, and personnel harmless for any losses, damages or liabilities. The assignee (parent/guardian) agrees that he/she has a doctor's permission for their child or self to engage in dance exercises and/or the assignee takes sole responsibility for participation in these activities.

Signature of parent/guardian \_\_\_\_\_

Date: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

## **Production Contract Form 2010/2011**

Due to the overwhelming amount of work that is needed to put on our annual production, we need each and every family to commit to certain jobs or contribute \$50.00 in lieu of volunteering so that we can hire extra help. (due with costume fees) Please choose one or more jobs that you are willing to do, and remember to sign-up at performance time! Please note that families are asked to contribute baked goods, etc. to the bake sale in addition to- not instead of- volunteering.

- ( ) **Backstage Coordinator-** organize dressing rooms and coordinate runners and circle moms during dress rehearsal and show. Oversee hair and make-up.
- ( ) **Circle Mom-**needed backstage for the dress rehearsal and performance to dress and entertain each group of dancers, and rehang costumes. Parents can sign-up for the opposite show to their child's cast so they can still sit in the audience and watch their child. **This job is essential!**
- ( ) **Machine Sewing Costumes**
- ( ) **Hand-Sewing Costumes**
- ( ) **Backstage Crew Dads-** load in set, change props and sets during dress rehearsals and shows, strike set- and unload at the studio.
- ( ) **Painting/Constructing Scenery**
- ( ) **Loading and Unloading costumes, setting up dressing room.**
- ( ) **Striking Dressing Room and Set, loading and then unloading at the ballet school after show.**
- ( ) **Program Advertising Coordinator-**send out letter to parents and businesses, for program ads, follow up and collect and organize ads for program.
- ( ) **Poster Distribution-**put up flyers around town prior to show
- ( ) **Costume Storage-** sort and put away costumes the week after the show
- ( ) **Poster design**

**We do not require students to purchase costumes for productions. A costume rental and cleaning fee will be charged and billed when casting is posted, after the Winter Break. The fees are- \$35.00 for the first costume, \$30.00 for 2nd, \$25.00 for each additional costume per student. Costume fees are nonrefundable. Late fees will be charged on delinquent costume fees.**

( ) \$50 donation to the dance school in lieu of volunteer hours.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Child's (Children's) name(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_

**PHOTO RELEASE FORM**

I give the Susan Hayward School of Dancing permission to use my or my child's (children's) name and photo in advertising, web page and school calendars.

Name of child (children): \_\_\_\_\_

Signature of  
Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_