



**Dancer and Parent Handbook & Code of Conduct**

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## **I. Introduction**

This Dancer & Parent Handbook combines Academy, Tarinee Program and performance company information and policies. CBA and Ballet Melange Trainee & Performance Company reserve the right to terminate, amend, or modify its policies at any time, for any reason, and with or without prior notice. CBA and Ballet Melange Trainee Program & Performance Company (also known as CBA) will attempt to provide reasonable notice of any changes or additions to the policy. Any questions or comments about the contents of this book should be directed to the Artistic Director or Administrator.

### **School Contact Information**

[info@classical-ballet-academy.com](mailto:info@classical-ballet-academy.com)

[www.classical-ballet-academy.com](http://www.classical-ballet-academy.com)

[info@balletmelange.org](mailto:info@balletmelange.org)

[www.balletmelange.org](http://www.balletmelange.org)

303-500-3226

### **About us**

CBA and Ballet Melanges' mission is to provide the best quality training in classical ballet available in Colorado. With highly qualified faculty trained in the Vaganova curriculum, the technique developed and taught at Russia's Imperial Ballet School (currently known as the Vaganova Ballet Academy) and the Vaganova Theater, CBA supports the development of strong classical technique and exquisite artistry, musicality, and purity of line. CBA strives to train well-rounded dancers with instruction in a variety of dance forms such as ballet, pointe, partnering, character, contemporary ballet, and modern dance, taught by faculty who are known for excellence in their genre. CBA provides performance opportunities for both students and early-career professionals to foster maturation of skills and artistry in all genres.

Our students are our only priority. With class sizes that allow for individual attention to all students, each one will get the necessary feedback to grow in technique, musicality, and artistry.

### **Statement of Community and Code of Conduct**

The CBA community is based on a philosophy of respect and cooperation. All members of CBA community are expected to abide by the CBA community standards for behavior as articulated in this handbook and to act respectfully toward each other. When students are respectful of other people and their property, serious about their classes and their activities, and safety-conscious, they will rarely come into conflict with our social expectations. The CBA community is founded on the belief that young people are building skills for life in an environment where honesty, integrity, and respect are taken seriously. All students and their parents are asked to abide by the following guidelines in all of their endeavors at CBA:

- I will resolve all conflicts peacefully;
- I will deal honestly and respectfully with all members of CBA and Ballet Melange;
- I will demonstrate stewardship of the CBA and Ballet Melange environment. This includes all school property, areas and buildings and the personal property of others;
- I will abide by the principles of this code and the policies outlined in this Parent and Student Handbook.
- I will use respectful language and communication when interacting with others including faculty & staff, peers, performance venues, patrons. Ill mannered communication and rude interactions may result in dismissal from the school without refunded fees or tuition.

### **Student/Parent Conduct**

Students are expected to act respectfully towards fellow students, visitors, faculty, and staff members. All members of the community should speak courteously to each other at all times. Any rude or aggressive behavior from students or parents will not be tolerated. Any use of offensive language or harassment of staff, faculty, board members, volunteers or employees will result in dismissal without refund. Parents are prohibited from disciplining any child besides their own. They are to report any questionable student behavior directly to Faculty or Staff.

### **Reporting Incidents**

Students and staff are mutually responsible for reporting any incidents of behavior that is not consistent with these guidelines that occur in or around CBA and Ballet Melange. Once aware of an incident, students must inform the appropriate staff member. An incident report will be

completed and reviewed by CBA or Ballet Melange staff, who will notify appropriate parties, as indicated.

## **Disciplinary Process**

CBA and Ballet Melange are communities based on trust. We expect our students to act in a manner that exemplifies courtesy, concern for others, responsibility, and respect for property. CBA or Ballet Melange may take disciplinary action or require the withdrawal of a student for failure to comply with the rules of conduct, or because of disregard of other major school regulations, violations of the law, or lack of parental cooperation. Disciplinary action may result in request for reimbursement for damages and/or suspension or dismissal. The level of disciplinary action is the sole discretion of the Artistic Director.

Generally, the Staff will respond to infractions in the following fashion:

- First Offense: Verbal and/or Written Warning.
- Second Offense: Suspension, depending upon the offense. Parents will be notified. The student (and parents) may be asked to meet with the Artistic Director to discuss the situation.
- Third Offense: Suspension or dismissal.

CBA and Ballet Melange are not required to provide prior warnings to students and may, in its sole discretion, authorize higher-level responses such as dismissal to significant deviations of behavior. In the case of suspension or dismissal due to behavior, all tuition, registration fees and other payments paid to CBA and/or Ballet Melange on behalf of any discharged student are forfeited.

## **II. Policies and Expectations**

## **Building Security Procedures and Protocols**

Students under 18 may not leave the building after being dropped off (unless in an emergency) and must be picked up by a parent/guardian on time by the end of each class. Only with the permission of a parent/guardian may students under the age of 18 leave the building after being dropped off. CBA and Ballet Melange are not responsible for any student outside of the classroom.

## **Communication**

CBA and Ballet Melange communicate important information by email. The “important correspondence” email provided at the time of registration will be used as the primary contact. Should this email change, or you require multiple family members to receive these emails, please notify the office immediately. Please be sure your junk folder is not filtering our emails. We do not receive kickbacks from our organizational email account.

It is expected that dancers in levels 5 and higher will have the maturity to communicate with their instructors and parents for minor announcements or rehearsal tweaks and fun happenings such as open demonstrations. All Trainees, Jr Trainees and Academy dancers in level 6 and higher are expected to check and respond to CBA and Ballet Melange emails regularly and efficiently.

## **Fire Safety**

Failure to evacuate during a fire alarm is illegal. In case of a fire alarm, the students must evacuate the building immediately. Tampering with fire equipment, including the fire extinguisher, exit signs, smoke detectors, fire alarms, and fire doors is a serious violation of Colorado law and CBA and Ballet Melange regulations. There will be a \$200.00 fine and immediate dismissal of any student found pulling a fire alarm when there is no fire or emergency.

## **Personal Property**

Ballet Melange and the Academy accept no responsibility for loss/damage of personal property. It is recommended that insurance be obtained to cover a student's valuables.

## **Food**

Ballet Melange and the Academy do not provide or sell food. If the student is at the studio for an extended period of time, it is the responsibility of the student to bring enough food to last throughout the day/rehearsal. We are not able to guarantee a Nut Free environment, so if your student has severe allergies the parents and students are responsible for managing allergies.

We expect students to respect the space provided. It is expected that if a student has food or snacks at CBE or in the surrounding area, s/he will clean it up. Trash should not be left on the floor. There are trash bins in several areas for student use.

Eating is not permitted in the classrooms. It is recommended that each student bring a large water bottle for use in the classroom. There are drinking fountains for refilling.

## **Dressing Rooms**

Dressing rooms are available to all levels of students. CBA and Ballet Melange reserve the right to open and search a student's belongings if there is a concern regarding students' safety, knowledge of weapons, contraband (i.e. alcohol, drugs, or drug paraphernalia), or stolen materials. Dressing rooms must be emptied at the end of each day; any items left in the dressing rooms at that time may be thrown away or placed in Lost and Found.

## **Lost and Found**

Lost and found items are collected in a designated place outside the studios. Valuables and money should not be brought to the studio. CBA and Ballet Melange assume no responsibility for loss or theft of dance clothing, pointe shoes, books, electronics, cell phones, or other personal items that are left unattended in CBA and Ballet Melange spaces.

## **Use of Cell Phones and Other Electronic Devices**



Students are prohibited from using electronic devices while in the studio during class time; this includes but is not limited to cell phones, music devices, gaming systems, and video/digital cameras. School faculty reserves the right to confiscate any and all devices during class, to be returned to the student at the completion of the class. Having and using a cellular phone at CBA and Ballet Melange is a privilege, which can be revoked by faculty at any time. Phone calls may be made only outside of the classrooms. If a student is using their cell phone improperly, they will first receive a warning. Subsequent infractions will result in the completion of an Incident Report. Students who commit more than two infractions of the cell phone use policy may have their cell phone privileges revoked for a period of time.

### **Drop off and Pick up**

Staff and faculty are not responsible for any student outside of the studio classrooms. We recommend parents park their car and escort dancers to and from their first studio classroom if the student is alone. Parents are encouraged to go to the studio spaces to drop off and pick up students. CBA strongly discourages children from waiting for parents outdoors or outside our spaces. If the student is old enough to walk to the parking lot alone, we ask that the parent call or text the student to let him/her know when their ride is waiting prior to them leaving our spaces.

Students must be picked up by the end of their class each day. Faculty & staff are not responsible for students after class. If a Staff member is able to wait with a student due to late pick-up, there will be a \$1 per minute fine (to be paid directly to the faculty or staff member who waits).

### **Pets**

No pets of any kind are allowed at CBA or Ballet Melange.

## **III. Medical Release and Care Waiver**

### **Medical Release**

Medical Release information is required to be on file for all students. These forms will be made available to any and all treating medical personnel. The parent(s) or guardian(s) of minor students will be contacted prior to seeking medical attention, except in the case of medical emergencies. No student is permitted to begin class without their medical forms submitted to CBA and/or Ballet Melange at the time of registration. It is the parent's or adult student's responsibility to update medical information should it change between each annual registration period.

### **Medication Policy**

Staff will not remind students to take medication nor will faculty or staff assume responsibility for any student's failure to take medications. Students are strictly forbidden from sharing, giving away or selling their medications. Doing so constitutes a major infraction.

### **Medical Attention for Sick or Injured Students**

In the event of an emergency (i.e. the student is unconscious, has a broken bone, is bleeding, has a bad sprain, etc.), the student will be taken immediately to an emergency room or 911 will be called.

## **IV. Class Policies**

### **Level Placement, Advancement and Exams**

All students are continually assessed to ensure proper placement in the correct level throughout the year. In some cases, students may be moved to a higher level. It is rare, although possible, that a student may be moved to a lower level. All level placements and changes made by school faculty are final.

Annual Exams are held in the spring and allow our Artistic Director and Faculty to give an assessment of student progress. A successful Exam does not necessarily guarantee

advancement to the next Level. However, Exams are weighted heavily and official Certificates of Achievement are awarded.

\*Please Note: students should expect to spend 2+ years in a level as the curriculum is designed to take years to master. Students do not automatically advance to the next level each year. Emotional maturity, physical development, comprehension, competency of execution, correct body positioning, and adequate body strength may require additional years of training at any given level. Age is only considered for placement of young dancers in beginning levels.

### **Class Attendance and Tardiness**

Students are required to attend all assigned classes and rehearsals, either as full participants or, in cases of minor illness or injury, as attentive observers seated inside the studios. Irregular class attendance constitutes grounds for dismissal. A student will be excused from class or rehearsal only in the case of serious illness or injury or genuine emergency. If a student is sick or injured and will miss class, staff must be notified immediately. Students are expected to arrive with sufficient time to properly prepare for the start of their dance classes and rehearsals. In the interest of injury prevention, CBA and Ballet Melange reserve the right to bar any student who arrives for class late from participating in the class other than as an observer. Chronic unexcused tardiness or absences constitutes grounds for dismissal.

### **Inclement Weather and School Closings**

CBA and Ballet Melange are not responsible for classes canceled as a result of extreme weather conditions or other circumstances beyond the control of CBA and Ballet Melange. CBA and Ballet Melange communicate by email and will update the primary email provided at registration to reflect changes to the daily schedule due to inclement weather. CBA and Ballet Melange generally follow the Denver Public School's decision for cancellations, as well as all holiday closures. Because our students reside throughout the Boulder, Denver, and Colorado Springs metro areas we understand that weather may vary in your area and support families making the best decisions they can for safety during times of inclement weather.

## Instructor-Student Contact

CBA and Ballet Melange strive to offer teaching that is individual and “hands-on.” It is appropriate for a member of the faculty to manually and physically position a pupil to expound a point of instruction or to pinpoint for an individual flaw in his or her technique. CBA and Ballet Melange neither condone nor tolerates any touching of students by instructors that is harmful, professionally reckless, or that violates generally accepted tenets of propriety. Before enrolling a student, please consider that it is CBA and Ballet Melange School policy to correct dancers with physical contact. If a student or parent/guardian is uncomfortable with this policy, they may wish to reconsider enrolling the student.

## Photography/Videography Release

All CBA and Ballet Melange students must have a signed Medical Release and a Contract/Enrollment and Waiver form including photography/Videography release on file.

## Performances

CBA and Ballet Melange offer varying performance opportunities per year. Auditions are held and casting decisions are left to the sole discretion of the Artistic Director and Staff. Parent or dancer requests for roles, alternate show casting or attempt to influence casting in any way will not be tolerated.

Performance fees are separate from monthly tuition fees and must be paid on the date they are due in order to participate. If any fees, tuition or performances fees are outstanding at the time of auditions, the student will not be casted in the production. **Performance Fees must be paid in full prior to the audition date and are non-refundable for any reason including withdrawal from the performance.**

## Costume Care & Rental

Many of our students will be issued Classical Ballet Academy costumes to wear during performances and other events. It is the responsibility of each student to take care of the costume s/he has been assigned. There is to be no eating or drinking (other than water) while

in costume and all costumes must be immediately hung up after use.. Occasional minor damage to aging costumes does occur and is to be expected. Any damage to a costume must be immediately reported to the Administrator If accidental damage occurs but goes unreported, the dancer will be assessed a fee for the damage. If damage to costume occurs due to carelessness, misuse or abuse of costumes, the dancer will also be assessed a fee.

## Dress Code

Students are expected to follow the following dress code in dance classes:

### Female Ballet Students:

- Black Leotard (underwear should not be worn under the leotard); Colored leotards are at the discretion of the teacher and allowed only on Saturdays or special occasions. Black leotards should be worn for all auditions regardless of the day in which they occur. A black camisole with a low, simple back (no fancy straps, trims or colors) will be required for exams, some auditions, demonstrations and performances.
- Ballet pink tights (name brand, such as Capezio or Bloch - please no tights from Target). Pointe dancers must have transition (convertible) tights (ones with a hole at the bottom of the foot).
- Pink canvas ballet slippers (with ribbons for Levels 1 and up) pointe shoes (for those on pointe), black character shoes (for those taking Character.) Character dancers aged 12 and up should wear 2" heeled shoes
- Skirts and warm ups may be worn at the discretion of the teacher.
- Hair must be worn neatly in a secured bun
- Ballet appropriate skirts may be worn at the teachers discretion. A black bullet point style pull on skirt will be required for exams, demonstrations and some performances.
- Skirts or bloomers of any kind are strictly prohibited during all pas de deux classes and partnering rehearsals

### Contemporary and Modern

- Black leotard
- Tights (black or pink,) fitted leggings, bloomers or close fitting running shorts
- Nude ballet slippers without ribbons, jazz shoes may be needed for some performances,
- Hair should be pulled back and out of the face. Ponytails, full braid or buns are all acceptable

### Male Students:

- White fitted t-shirts (black may be worn for contemporary classes)
- Black tights and black or white ballet slippers (both may be required for some performances)
- Warm ups may be worn at the discretion of the instructor
- Intermediate & Advanced male students: men's dance belt

Students may not wear any extraneous or concealing garments during ballet classes. Students with minor injuries may wear close-fitting leg warmers (pink for females, black for males) at barre only. In situations when students are not dressed in preparation for dance class, students must be dressed in a manner that reflects the CBA and Ballet Melange vision and mission, demonstrates respect for the community, and promotes focused teaching and learning. Therefore, when outside of the classroom, clothing must completely cover the chest, stomach, back, and buttocks at all times. Footwear must be worn at all times. Clothing must not:

- Contain writing or images that include direct or indirect references to violence, profanity, sexual issues, alcohol, or drugs.
- Reveal undergarments.
- Appear shabby or damaged

Students may not leave the studio spaces in just their dance attire. It is recommended that students have a t-shirt, sweatpants or shorts and a light jacket to either change into after class or put over their dance attire when leaving the building. Students who do not follow these guidelines or who do not follow reasonable standards of modesty in their choice of attire may be asked to change clothes, be dismissed from class, or be sent home. Repeated or intentional violations will result in further discipline. CBA and Ballet Melange reserve the right to interpret the dress code as needed.

## V. TUITION AND OTHER PAYMENT INFORMATION

### Tuition Payment Agreement

On enrollment, students and parents are committing to pay tuition in full by the 1st of each month. Any additional fees (performance fees, DVD orders, Summer Intensive fees, costume rentals for competitions, etc.) must be paid by the due date assigned.

There will be a \$25 late fee charge for tuition not paid by the 5th of each month.

There will be a \$35 fee for any returned checks. If a check is returned, CBA or Ballet Melange will require all future payments be made by credit card, cash or money order.

**Students who are not current on tuition and fees by the 5th of the month may not attend class or rehearsals until all fees are paid.**

All dance tuition paid is non-refundable and non-transferable.

Chronic late tuition payment is grounds for dismissal.

CBA and Ballet Melange Programs and classes are filled on a first come, first served basis. Classes have a limited capacity and it is important to complete the registration process in a timely manner to reserve a space. Registration is not considered complete until payment has been submitted. Tuition must be paid on time to continue to reserve the student's spot.

### Payment Terms

Payments are accepted via credit card, cash, money order or check. Setting up an automatic charge to be made on the 1st of each month is an option. **If choosing automatic charge, It is your responsibility to notify the office of any updated draft information prior to the first of the month.** Late fees will be assessed for credit card rejections or when multiple attempts are needed to complete a draft.

### Monthly payment schedule

Classes officially begin the third Monday in August. Students who enroll in August receive two weeks of classes free in August. This helps offset closures and holidays later in the year for our full season students. Months with holiday closures are not prorated. Students do not have a spot held until the registration fee and first full month of tuition is paid.

Upon enrollment	(Usually the 3rd full week in August): \$25 Registration Fee and 1st month tuition.
Sept. 1st:	No tuition due (It was paid with your registration fee and first month in August)
Oct. 1st:	Monthly tuition due
Nov. 1st:	Monthly tuition due
Dec. 1st:	Monthly tuition due
Jan. 1st:	Monthly tuition due
Feb. 1st:	Monthly tuition due
Mar. 1st:	Monthly tuition due
Apr. 1st:	Monthly tuition due
May 1st:	Monthly tuition due

- Students enrolling after the season's beginning in August may have their tuition prorated for their beginning month should they start mid month. Please contact the office.



*Performance fees are in addition to the monthly tuition. Fees range in price, depending upon the level the student is in. Performing in shows is not a requirement, but it is highly encouraged. Part of a dancer's successful training at includes involvement in performances.*

## **Withdrawal**

A student withdrawing must provide CBA or Ballet Melange with written notice. Tuition or payments already made are non-refundable. Pre-existing injuries, chronic, debilitating illnesses, or who are physically incapable of participating fully in the rigorous program of training and performing should not enroll. Any student who begins training but is found to have a pre-existing injury or illness requiring him/her to go home will not receive tuition refunds.

If a student withdraws from the school and re-enrolls later in the season, they are subject to all registration fees and any waitlists that may be in place. At the time of re-enrollment the student will be reassessed for level placement.

If a student has to withdraw due to an unforeseen injury or illness, money paid toward tuition may be deferred. In addition to written notification of the withdrawal, CBA and Ballet Melange must receive documentation from the student's *physician* confirming the injury or illness. Payment for administrative fees (i.e. Registration Fees, Deposit Fees) or performance fees cannot be deferred. Approval to defer payment is granted on a case-by-case basis.

## **Financial Assistance**

CBA and Ballet Melange may be able to offer financial assistance to fully registered students. Financial assistance is extended to both recognize talent and create access to dance training for those students who might not otherwise be financially able to participate.

Students may apply for work study and are awarded the opportunity based on merit as well as financial need. Work Study is for one studio year (August through June), and does not include summer programs. Students must reapply each year.

Work study duties include a minimum of 5 hours per week, season long, such as facility cleaning, costume work, office work, performance assistance with load-in / load-out, and backstage help.

Work study recipients are expected to present themselves in exemplary fashion in regard to work ethic, manners and attendance. Any questionable behavior or poor attendance will result in the immediate revocation of the program.

Work study is for assistance with tuition Performance fees, registration fees, costume rentals, etc. are not subject to work study.

Tax returns and a completed Work Study Application Form are required if applying for work study.

## **VI. PRIVACY POLICIES**

CBA and Ballet Melange are committed to protecting your privacy. CBA and Ballet Melange collect personal information, such as your email address, parent contact information, student data, and payment information. Information collected by CBA and Ballet Melange is used solely for the purpose of billing and completing student registration based on your purchase.

### **Use of your Personal Information**

Classical Ballet Academy, Ballet Melange and their operational service partners collect and use your personal information to process billing based on class registration requests. This includes issuing billing statements and invoices. CBA and Ballet Melange will also use personal information to inform you of school-affiliated events and notices. CBA and Ballet Melange may contact you via surveys to conduct research about your opinion of current programs or potential new programs that may be offered. CBA and Ballet Melange do not sell or lease its customer lists to third parties. CBA and Ballet Melange may access and/or disclose your personal information if required to do so by law or in the good faith belief that such action is necessary to (a) conform to the edicts of the law; (b) protect and defend the rights or property of CBA and Ballet Melange including its Tuition, Admission & Registration webpages; or (c) act under exigent circumstances to protect the personal safety of users of CBA and Ballet Melange or the public.

### **Control your Personal Information**

To stop the delivery of future email notices from CBA and/or Ballet Melange, you may respond directly to any email you receive with a request to remove you from the mailing list.

### **Security of your Personal Information**

CBA and Ballet Melange are committed to protecting the security of your personal information. When transmitting highly confidential information (such as a credit card number) over the Internet, CBA and Ballet Melange use a secure, encrypted payment gateway so your information is protected.

### **Changes to Privacy Policies**

CBA and Ballet Melange will occasionally update Privacy Policies to reflect School and customer feedback. If there are material changes to the Policies or in how CBA and/or Ballet Melange will use your personal information, CBA and/or Ballet Melange will prominently post such changes prior to implementing the change. CBA and Ballet Melange encourage you to periodically review this Statement to be informed of how your information is protected.

### **Medical Form Statement of Privacy**

CBA and Ballet Melange take great care in protecting medical information of all students. Student medical forms are securely stored at CBA and Ballet Melange and only made available to authorized staff members on a need to know basis. Medical forms are made available to medical authorities in case of emergency per CBA and Ballet Melange's Release of Claims and Medical Authorization Form. CBA and Ballet Melange will not retain any obsolete student medical information or files.

### **Trainee Social Media Policy**

Trainees are high-profile representatives of Ballet Melange and Classical Ballet Academy, and their behavior is subject to scrutiny by their peers, our organizations, our partnering organizations, the communities we serve, and the overall dance community. The actions of a

single dancer can reflect positively or negatively not only on the individual dancer, but also on his or her teachers, our organizations, our partnering organizations and the entire dance community. Therefore, dancers are expected to represent themselves, Ballet Melange and the Academy with honor, dignity and integrity at all times – including when interacting on social networking websites and in other online environments. The popularity of social networking websites has grown tremendously. These websites can serve as valuable communication tools when used appropriately. The use of social media, however, has the potential to cause problems for both the dancers and our organizations. Ballet Melange has developed this Social Networking Policy in order to: (i) provide recommendations and suggestions for dancers to help them use social media in a safe and responsible manner; and (ii) outline important rules that dancers must follow when using social media.

### I. Important Suggestions & Recommendations Regarding Social Networking Sites.

The public nature of these websites creates personal safety and personal welfare concerns. For example, dancers can be stalked or sexually harassed and assaulted as a result of their profiles. Dancers also should be aware that potential employers regularly screen applicants by conducting searches of an applicant and by reviewing the applicant's social networking profiles. Dancers may be passed over for auditions and denied opportunities based on the content of their profiles. Dancers should be very careful about what personal information they share on the internet. For their own security, protection and welfare and that of their peers, Ballet Melange strongly recommends and advises dancers to: Keep phone numbers, physical addresses, birthdates, current whereabouts, travel plans and other personal information confidential. This information should not be contained in a dancer's personal online profile. Limit the access of others to e-mail addresses and carefully screen those who dancers may accept as friends or followers on a social networking site. Use whatever security and privacy features are available to restrict the ability of others to view a dancer's site or to post pictures, messages and other content on a student-athlete's site. If an individual contacts a student-athlete via a social networking site and the nature of the contact makes the dancer concerned for his or her safety or uncomfortable in any way, the dancer should immediately contact a teacher, an administrator or the police.

Rules Regarding Social Networking Sites Participation and interaction with Ballet Melange is a privilege and not a right. As a condition of being a Ballet Melange Trainee, dancers must abide by the following rules related to the use of the internet and social networking sites:

1. Dancers may not post online any pictures, information or other content that might cause embarrassment to themselves, fellow student-athletes, teams, coaches, the Athletics

Department or the university (examples: obscene images or language, pictures with alcohol or marijuana, references to drugs or sex).

2. Dancers may not post any content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding another institution; taunting comments aimed at a dancer, teacher or peer at another institution). No posts should depict or encourage unacceptable or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).

3. Dancers may not post any information that is sensitive or personal in nature or is proprietary to the Academy or Ballet Melange which is not public information (examples: tentative or future schedules, performances, peer injuries and eligibility status, travel plans/itineraries or information).

4. Dancers may not post any pictures, audio or video content or any other information that is not the dancer's personal property or would violate copyright laws. Dancers may not use the logos or trademarks of CBA or Ballet Melange or other entities without written permission, and dancers are personally liable for any copyright violations they may commit.

5. Dancers are required to abide by all laws related to the use of the internet (including state and federal privacy laws such as FERPA and HIPPA), and dancers are personally liable for any violations of those laws. Dancers also are required to follow the CBA and Ballet Melange Code of Conduct and Handbooks.

7. Dancers must provide the Artistic Director and/or Board President with access to their social networking sites if requested. Ballet Melange monitors dancer's public social media sites in order to protect Classical Ballet Academy, Ballet Melange and their students.

TRAINEES AT BALLET MELANGE ARE REQUIRED TO ABIDE BY RULES SET FORTH IN THIS POLICY. THE FAILURE TO DO SO WILL BE CONSIDERED A VIOLATION OF THE DANCER CODE OF CONDUCT AND/OR THE BALLET MELANGE DANCER HANDBOOK. THE VIOLATION MAY RESULT IN DISCIPLINARY ACTION AND/OR DISMISSAL FROM BALLET MELANGE.