
epac

2022-2023
POLICY HANDBOOK



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Dear Students and Parents/Guardians,

Welcome to the 2022-2023 school year at Eagle Performing Arts Center. The school faculty and staff are extremely proud of the dedication and growth of all our dancers. We continue to aspire to higher artistic standards and are constantly working to provide richer and more challenging educational opportunities for our students. The foremost goal of the school is to prepare dancers to reach their maximum potential. A quality dance education requires consistency in training, methodology, and artistic philosophy. EPAC's staff works closely together to ensure the progression of each dancer.

This Policy Handbook is to help explain our policies and procedures. In the event your questions are not answered, please feel free to call, email, or stop by the office.

Elizabeth Keller
Director, Eagle Performing Arts Center
Cathy and Jeff Giese
Founding Directors

SCHOOL POLICIES



COVID PROCEDURES

Eagle Performing Arts Center (EPAC) follows local guidelines and procedures regarding face-coverings and quarantine.

PICKING UP/DROPPING OFF STUDENTS

When picking up or dropping off students, please do not stop in the roadway, as this creates great confusion and danger for our students. You must park to deliver and pick up your dancer. We share the parking lot with the Eagle Police Department and Eagle Fire Department. The roadways must be kept clear. Please drop your dancer off at the main front entrance and pick them up at the side entrance.

Thank you.

CLASS ATTENDANCE

Dancers must attend their classes regularly, as repetition is a vital part of dance training. If a student cannot be present for class, please notify the school before their class by phone or email. Students are encouraged to make-up absences. Please email the office for the appropriate make-up class.

CLASS ATTENDANCE (continued)

Students should be on time for class and dressed in the appropriate dress code. If a student is more than 10 minutes late for class, it will be at the instructor's discretion whether they can participate or not. They might be asked to watch. Ballet classes are structured to slowly warm up the body. Missing the beginning is an injury risk.

EPAC STUDENT SHOWCASE

The performance fee covers each dancer's participation at the end-of-year Student Showcase. It pays for a leotard/costume to keep, two tickets to the performance, and helps us cover a portion of our technical and production expenses. This performance is an opportunity for our dancers to showcase their progress throughout the year. The length of each dancer's showcase performance on stage is proportionate to their age and ability. As in most professional schools, our approach to a recital is a classic demonstration of training and classwork.

CURRICULUM AND LEVELS

Our primary focus of the school is to prepare dancers from a young age to reach their maximum potential. Level by level, as each student moves through our curriculum, they are challenged to apply themselves fully to fulfill their desired goals in dance.

A quality ballet education requires consistency in training, methodology, and artistic philosophy. EPAC's curriculum is based on a combination of our faculty backgrounds, which encompasses the Russian, French, Italian and American schools of training. The strengths of our school are sound ballet principles and the consistency of faculty. Many have worked together for over 15 years. Classical ballet is an extremely rigorous and exacting art form, and we strive to provide a challenging, healthy, and nurturing learning environment. Students are encouraged to fully enjoy their education as well as to perform to their maximum potential. However, each dancer has a unique developmental path based on natural ability, rate of maturation, and temperament. It is important that they not be pushed to achieve physical goals that may be beyond their reach.



TUITION POLICY

A. Registration fee and performance fee are due with registration. Tuition is due prior to starting classes.

B. Payment may be made by cash, check, or credit card.

C. There are three payment options: quarterly, half-term, or full-term.

Payment 1: At the time of registration

Payment 2: November 1, 2023 (this date is for quarterly payments)

Payment 3: January 15, 2024 (this date is for quarterly or half-term payments)

Payment 4: March 15, 2024 (this date is for quarterly payments)

D. You may mail in your payment, drop it in the box outside the office or pay via email when you receive your invoice via Quickbooks.

E. Your first payment must be accompanied by a completed registration form. Please do not forget to sign the liability waiver on the back.

REFUND POLICY

In case of withdrawal, tuition will be refunded, less the \$30.00 registration fee and any credit card fees incurred, up to the end of the first month of classes. Eagle Performing Arts Center must receive written notification of withdrawal before your account can be closed. You are responsible for all tuition until that time. Thank you.

*In the event of an injury or illness verified by a doctor, students are eligible for a prorated tuition refund.

STUDIO ETIQUETTE AND DRESS CODE FOR **BALLET CLASSES**

Students need to arrive on time for class in proper attire. Hair for gentlemen should be combed and away from the face. Hair for the ladies should be pulled back into a small and flat bun. Please do not purchase the “large donuts” to make a bun. The dress code is designed to encourage unity, simplicity, and discipline among our students.

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Please no ballet shoes in the parking lot!

DRESS CODE FOR BALLET BY LEVEL

Pre-Ballet, Kinder, Ballet 1 & Ballet 2

Basic Pink leotard, pink tights, pink canvas, or leather ballet shoes.

Ballet 3/4

Wear Moi French Blue leotard, pink tights, pink canvas, or leather ballet shoes.

Ballet 5

Wear Moi Navy Blue leotard, pink tights, pink canvas, or leather ballet shoes.

Ballet 6

Wear Moi Burgundy leotard, pink tights, pink canvas, or leather ballet shoes.

Ballet 6B

Wear Moi Gray leotard, pink tights, pink canvas, or leather ballet shoes.

Ballet 7, Ballet 7B & Professional Division

Wear Moi Black leotard, pink tights, pink canvas, or leather ballet shoes.

If female dancers choose to wear undergarments under the leotard it needs to be nude undergarments. NO SPORTS BRAS PLEASE!

*Please note: Pre-Ballet - Ballet 3/4 dancers may wear their choice of leotard color on the last class day of the month.

BOYS BALLET DRESS CODE

White fitted t-shirt, black tights, and black or white shoes. Tights or socks must match shoes.

CHARACTER DRESS CODE

Ladies - Leotard, pink tights, black 1/2" character shoes, black circular skirt.

Gentlemen - Fitted white t-shirt or leotard, black tights, and black jazz shoes.

CONTEMPORARY DRESS CODE

Ladies - Class leotard color, black leggings, black socks or barefoot; hair must be in a bun

Gentlemen - Black or White Shirt, black tights or leggings, black socks or barefoot

TAP DRESS CODE

Dance attire of your choice with tap shoes. Hair needs to be secured so it does not fall in your face.

THEATER
ETIQUETTE

AUDIENCE MEMBERS

Going to a live performance is a shared experience between the audience and performer. As an audience member, always be respectful of the work and time that each dancer has put in to make every performance a memorable experience.

There is no such thing as “fashionably late” for a performance. To make it enjoyable for all involved, we suggest that you arrive 15 to 20 minutes early. If you are purchasing or picking up tickets, please allow additional time.

Sometimes unexpected circumstances make it impossible to arrive on time. If you arrive late, please wait for the ushers to seat you in the back of the theater or during a break. You will need to wait until intermission to sit in your assigned seat.

Turn off all electronic devices before the performance. Please note that it is inappropriate to text during the performance. Photography and video recording devices of all kinds are not allowed.

Besides being distracting to fellow audience members, flash photography is dangerous to the performers.

Please let children know what behavior is expected of them. In consideration of the performers and other audience members, let children know they will be required to sit quietly in their seats for an extended period.

Food and drink are NOT allowed in the theatre.

Applaud! When the performance is over, show your appreciation by applauding the performers. In the middle of a performance, the audience may applaud or cheer, and sometimes that's okay. But often, the audience should hold their applause until after each dance performance has ended.

At the end of the performance, there is usually a curtain call. This is when the dancers come on stage to receive your appreciation. Out of respect to the performers, please do not leave during the curtain call. We ask that you wait until it is over and then exit with the rest of the audience.

What does a standing ovation signify? A standing ovation should be reserved for the most magnificent performance you have seen! Nowadays, the audience feels they need to give a standing ovation at every performance. We believe standing ovations are a very special tribute to an outstanding performance!

DANCERS

Arrive in plenty of time for your stage call. One hour before the show does not mean arriving at some point before the show - it means you have checked in EXACTLY one hour BEFORE the show. Once in your dressing room, you must stay within this designated area. It is tempting to wander, but please do not! Under no circumstances do you go into the foyer where the audience is arriving.

Once in the dressing room, your priority is to prepare for going on stage. Make sure you are ready and pay close attention to directions from your dressing room chaperone and Stage Manager. If you are an older dancer, you will be self-directed with when and where to be. Noise levels must be at a minimum at all times when backstage.

IDAHO REGIONAL BALLET'S **THE NUTCRACKER**

Idaho Regional Ballet (IRB). IRB is a non-profit 501(c)(3) organization incorporated in 2011. The mission of Idaho Regional Ballet is to promote the art of dance and provide excellence in training for our IRB company members; to provide funding and support to enable performing opportunities that enrich the education of our dancers and community; and to provide the opportunity for our company members to work with guest teachers, choreographers, and dance alongside professional guest artists.

Idaho Regional Ballet produces an annual production of "The Nutcracker". This year it will be performed from December 9th - 11th at BSU Special Events Center. All EPAC students are welcome to participate if they are six years of age by September 1st and can commit to the rehearsal and performance schedule.

The production is also open to all Treasure Valley dance students. You do not need to study at EPAC to participate in IRB's "The Nutcracker". For more information, visit idahoregionalballet.com

Participation forms are available at the studio and website. Forms and payment are due Thursday, September 15th. There is a mandatory parent meeting on Wednesday, September 28th from 6:30 pm to 7:30 pm. The purpose of the meeting is to inform parents of the commitment required, discuss much needed volunteer opportunities, and familiarize parents with the rehearsal and performance schedule.

SCHOOL CALENDAR



- 2022 -

*As of 7-06-2022 (Schedule & dates are subject to change)

AUGUST

Sat 20 EPAC Open House 11 am - 2 pm

SEPTEMBER

Mon 5 Labor Day Holiday - No EPAC Class

Tue 6 EPAC Classes Begin

Tue 6 EPAC 1st Payment (see "Tuition Policy") due with registration & performance fees

Thu 15 Nutcracker Participation Forms Due - IRB Members do not fill out forms. Please refer to IRB website and Calendar for more Nutcracker information and dates.

Wed 28 MANDATORY Nutcracker Parent Meeting -
6:30 - 7:30pm

OCTOBER

Sat 1 IRB Nutcracker Rehearsals Begin

Wed 5 IRB Nutcracker Party Parent Rehearsals Begin

Mon 31 Halloween!

NOVEMBER

Tue 1 EPAC 2nd Quarter Payment Due

Mon-Sat 21-26 Thanksgiving Holiday Week! No Classes - EPAC Closed

DECEMBER

Mon 5 EPAC CLOSED - No Classes

Fri 9, Sat 10, Sun 11 IRB Nutcracker Performances



- 2023 -

*As of 7-06-2022 (Schedule & dates are subject to change)

DECEMBER (continued)

Dec 19 - Jan 8 Christmas Holiday Break! No Classes - EPAC Closed

JANUARY

Mon 9 EPAC Classes Resume

Sun 15 EPAC 3rd Quarter/2nd Half-Term Payment Due

Mon 16 MLK Holiday - No Classes - EPAC Closed

FEBRUARY

Sat 11 Father/Daughter, Mother/Son Dance at EPAC

Mon 20 President's Day! No Classes - EPAC Closed

MARCH

Wed 15 EPAC 4th Quarter Payment Due

Mon-Sat 20-25 Spring Break! No Classes - EPAC Closed

Mon 27 EPAC Classes Resume

APRIL

Sun 30 Last day for 10% Discount on Fall 2023-2024 & Summer 2023 Classes and Intensives

MAY

Fri 19 EPAC Student Showcase Dress Rehearsal @ BSU Special Events Center

Sat 20 EPAC Student Showcase @ BSU Special Events Center

Fri 26 EPAC Last Day of Classes

Sat 27 - June 4 EPAC closed - No Classes

CONTACT US



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