

---

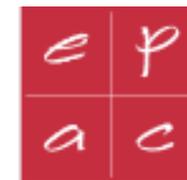
# POLICY HANDBOOK

## 2020 - 2021

---

Eagle Performing Arts Center  
1125 E State St  
Eagle ID 83616  
208.338.4633

[lkellerepac@gmail.com](mailto:lkellerepac@gmail.com)  
[epacdance.com](http://epacdance.com)



EAGLE  
PERFORMING ARTS  
CENTER



EAGLE  
PERFORMING ARTS  
CENTER

Dear Students and Parents/Guardians,

Welcome to the 2020-2021 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

## **COVID PROCEDURES**

### **Guidelines and Check list for entering EPAC:**

- Dancers enter through the front door and apply hand sanitizer.
- Dancers will exit via side door
- A mask must be worn (worn when entering and kept on until they have exited the building)
- Dancers in Pre-Ballet and Kinder are required to wear masks when entering and exiting the building; once in class they may take masks off
- Leotard and tights must be worn under coverup as dressing rooms will be locked
- Only Dancers enter EPAC, no parents, siblings, etc.
- Parents may enter if they need to speak with the office
- Dancers must adhere to social distancing when entering, during class and exiting
- Only one dancer in the restroom at a time
- Faculty will wipe down door handles, barres, and bathrooms before next group enters

## **PICKING UP/DROPPING OFF STUDENTS**

When picking up or dropping off students please do not stop in the roadway. This creates great confusion and danger for our students. You must park to either deliver or pick up your dancer. We share the parking lot with the Eagle Police Dept. and Eagle Fire Dept. The roadways must be kept clear. This past school year some of our parents were cited by the Eagle Police Dept. for stopping in front of EPAC to drop off or pick up students.

## **CLASS ATTENDANCE**

It is very important for dancers to attend their classes on a regular basis as repetition is a vital part of dance training.

If a student is not able to be present for class, please notify the school before their class by phone or email. Students are encouraged to make-up absences. Please call the office for the appropriate make-up class.

Students need to 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 instructors' discretion whether they can participate or not. If not, they will be asked to watch class. Ballet classes are structured to slowly warm-up the body and missing the beginning of class is an injury risk.

## **EPAC STUDENT SHOWCASE**

The performance fee covers participation in the end of year Student Showcase, a costume that you keep, and two \$15 tickets. This performance is an opportunity for our dancers to show the progress they have made throughout the year. The length of time each dancer is on stage is proportionate to their age and ability. For example our Pre-Ballet students usually perform a three minute dance and our Ballet 5 students might perform a six minute dance. As in most professional schools, our approach to a recital is a classic demonstration of training.

## EPAC SCHOOL POLICIES

### CURRICULUM AND LEVELS

The foremost goal of the school is to prepare dancers from a young age to reach their maximum potential. Level by level, as students move through our curriculum, they are challenged to apply themselves fully in order to fulfill their desired goals in dance.

A quality ballet education requires consistency in training methodology and artistic philosophy. EPAC's curriculum is based upon the combined backgrounds of its' faculty which encompasses the Russian, French and Italian schools of training. The strength of our school is based upon sound ballet principles and consistency of faculty. Many of our faculty have worked together for over 15 years.

Classical ballet is an extremely rigorous and exacting art form and we strive to provide a challenging and healthy learning environment. Students are encouraged to fully enjoy their education as well as to perform to their maximum potential. However, since 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 year.

Payment 1: At time of registration

Payment 2: November 1, 2020 (this date is for quarterly payments)

Payment 3: January 15, 2021 (this date is for quarterly or half-term payments)

Payment 4: April 1, 2021 (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.

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

Students need to arrive on time for class in proper attire. 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. **Please no ballet shoes in the parking lot!**

### **DRESS CODE FOR BALLET BY LEVELS:**

**Pre-Ballet, Kinder, Ballet 1 & Ballet 2** - Basic pink leotard, pink tights, pink canvas or leather ballet shoes.

**Ballet 3** - Wear Moi French Blue leotard, pink tights, pink canvas or leather ballet shoes.

**Ballet 4** - Wear Moi Fuchsia 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 Maroon 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** - Wear Moi Black leotard, pink tights, pink canvas or leather ballet shoes.

**Ballet 7B & Professional Division** - Black leotard and pink tights.

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

**Boys** - White fitted t-shirt, black tights and either black or white shoes.

Please note: on the last class day of the month dancers may wear their choice of leotard color.

### **DRESS CODE FOR CHARACTER:**

Ladies - Leotard, pink tights, black 1 1/2” character shoes, Sansha Constanza circular skirt (available at iDance Apparel store)

Gentlemen - fitted white t-shirt or leotard, black tights and black character shoes.

### **DRESS CODE FOR TAP:**

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

## **Theater Etiquette for Dancers and Audience**

### **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 the dancers have put in to make each performance a memorable experience.

There is no such thing as “fashionably late” for a performance so, to make it an enjoyable experience and that of others, 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 either during a break or in the back of the theater. You will need to wait until intermission to be seated in your assigned seat.

Turn off all electronic devices before the performance. Also, be aware that it’s 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!

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

Food and drinks are not allowed in the theatre.

Applaud! When the performance is over, show your appreciation by applauding for the performers. In some performances, you might hear people applaud or cheer during the performance, and sometimes that's okay, but often the audience holds their applause until after each dance performance has ended.

Also, at the end of the performance there is usually a curtain call. This is when the dancers come on stage to receive your appreciation. Don't leave during the curtain call. 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, many times the audience feels they need to give a standing ovation. We feel standing ovations are a very special tribute to an outstanding performance!

### **Dancers:**

Arrive in plenty of time for your stage call. One hour before show does not mean arrive at some point one hour prior to the show - it means one hour BEFORE the show you have checked in.

Once you are in your dressing room you must stay within this designated area. It is tempting to wander but please don't! Under no circumstances do you wander in the foyer area 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. When you are an older dancer you will be self-directed as to when and where to be.

For end of year recital performances there will be a significant amount of time spent waiting to go on stage. You are welcome to bring things to occupy your time such as a book or cards. Please no crayons or markers. Noise must be kept to a minimum.

## **Idaho Regional Ballet's The Nutcracker**

Idaho Regional Ballet (IRB). IRB is a non-profit 501(c)(3) organization that was 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 invited guest teachers, choreographers and dance along side professional guest artists.

Idaho Regional Ballet produces an annual production of The Nutcracker that this year will be performed Dec 4th - Dec 13th at our very own Black Box Theater. 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 in order to participate in The Nutcracker.

Participation forms are available at the studio and are due Saturday, September 12th. There is a mandatory parent meeting on Tuesday, September 29th from 6pm to 7pm. The purpose of this meeting is to inform parents of the commitment required, to discuss volunteer opportunities, and to familiarize parents with the rehearsal and performance schedule.

## Eagle Performing Arts Center

### 2020-2021 Season Calendar

As of 8-29-2020 (Schedule & dates are subject to change)

~ 2020 ~

#### AUGUST

Saturday 29 EPAC Open House 11am - 3pm

Monday 31 EPAC Classes Begin

#### SEPTEMBER

Monday 7 Labor Day Holiday - No EPAC Class

Saturday 12 Nutcracker Participation Forms Due - IRB  
Members Do not fill out forms / Please refer to  
IRB website and check IRB Calendar for more  
Nutcracker information and dates

#### OCTOBER

Saturday 31 Halloween! Nutcracker Rehearsal! See IRB  
Website

#### NOVEMBER

Mon-Sat 23-28 Thanksgiving Holiday Week! No EPAC Classes

#### DECEMBER

Fri, Sat, Sun 4, 5, 6, IRB Nutcracker Performances

Fri, Sat, Sun 11,12,13 IRB Nutcracker Performances

Dec 21st - Jan 2nd Christmas Holiday Break! No EPAC  
Classes

~ 2021 ~

#### JANUARY

Monday 4 EPAC Classes Resume

Monday 18 MLK Holiday - No EPAC Classes

#### FEBRUARY

Monday 15 President's Day - No EPAC Classes

#### MARCH

Mon-Sat 22-27 Spring Break! No EPAC Classes

Monday 29 EPAC Classes Resume

#### APRIL

Friday 30 Last day for 10% Discount on Fall 2021-2022 &  
Summer 2021 Classes

#### MAY

Friday 14 and 21 EPAC Student Showcase Dress Re  
hearsal @ EPAC/IRB Black Box Theater  
\*Time TBD

Saturday 15 and 22 EPAC Student Showcase @ EPAC/IRB  
Black Box Theater \*Time TBD

Friday 28 EPAC Last Day of Classes

Monday 31 Memorial Day!

#### JUNE

Monday 7 EPAC Summer Intensive 2021 Begins!  
2 Weeks June 7th - 19th

Monday 21 EPAC Open Classes Begin June 21 - August 20