



**Phone: 203.782.9038**

**Email: [administrator@newhavenballet.org](mailto:administrator@newhavenballet.org)**

**[www.newhavenballet.org](http://www.newhavenballet.org)**

**NHB Office**

**Danspace and Studio 70**

The Community Foundation Building  
70 Audubon Street  
New Haven, CT 06510

**Whitney Studio**

591 Whitney Avenue  
New Haven

**Q House Studio**

Dixwell Community House  
197 Dixwell Avenue  
New Haven

**Branford Studio**

Joseph Trapasso Community House  
46 Church Street  
Branford

**MAILING ADDRESS**

**New Haven Ballet  
800 Village Walk  
Box #204  
Guilford, CT 06437**

# NEW HAVEN **BALLET**

LISA KIM SANBORN ARTISTIC DIRECTOR



Photos: Thomas Giroir ©2022

## **NEW HAVEN BALLET'S MISSION**

*To provide the greater New Haven Community with exceptional classical ballet training, performances, and outreach programs that nurture appreciation of ballet and foster the joy of dance.*

New Haven Ballet is a 501(c)(3) nonprofit organization. All gifts are tax-deductible to the full extent of the law.

## **Introduction**

New Haven Ballet (NHB) sets the standard for classical ballet training in Greater New Haven, Connecticut. Renowned for our commitment to excellence and professionalism, we offer recreational and pre-professional ballet classes for students ages 3 to adult. NHB maintains studios in New Haven and Branford, and offers a pre-professional, sleep-away summer intensive through a partnership with Fairfield University in Fairfield, Connecticut.

Our outreach programs reflect our commitment to accessibility and inclusion:

- **Shared Ability:** Dance workshops and performance opportunities for artists with disabilities.
- **DanceAIR:** Needs-based scholarships that make high-quality ballet training available to more students.

NHB welcomes students of all ages, levels, and backgrounds. Many of our dancers go on to pursue professional careers, gain admission to prestigious dance programs, and find success in a variety of highly competitive fields. NHB's educational programming also cultivates the next generation of dance audiences.

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## **Rules and Regulations**



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To maintain a safe, respectful, and professional environment, all students and families participating in NHB programs agree to follow the school's policies and procedures. These rules are designed to support the safety, learning, and development of every student.

By enrolling in NHB programs, students and parents/guardians agree to:

- Abide by all NHB policies and rules.
- Maintain a respectful and professional attitude toward faculty, staff, and fellow students.
- Understand that participation may be restricted for failure to comply with NHB's guidelines or requirements.

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## General Information & Policies

### Office Hours

Please call or email to schedule an appointment.

- **Monday-Thursday:** 9:00 a.m. – 5:00 p.m.
  - **Saturday:** 9:00 a.m. – 1:00 p.m.
- Phone:** (203) 782-9038  
**Email:** [administrator@newhavenballet.org](mailto:administrator@newhavenballet.org)

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### Health & Safety Policy

New Haven Ballet's health and safety policies are reviewed and recommended by a group of medical and legal professionals. These policies are subject to change.

By participating in NHB programs, students and families agree to follow all current health and safety protocols. Failure to comply may result in removal from classes or performances.

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### Registration

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- A **\$35 annual registration fee** applies to all Children's and Student Division students. This fee is **non-refundable and non-transferrable**.
- **Teen/Adult Open Division** classes are offered on a drop-in basis and do **not** require a registration fee.
- Classes are filled **on a first-come, first-served basis**.

**Spring Semester Policy:** Students are automatically registered for the same class schedule in the Spring Semester. Families must contact the NHB office **before the third week of January** to withdraw from the Spring Semester to avoid being charged.

## **Participation Requirements:**

- Required forms must be submitted.
- Accounts must be current.
- NHB reserves the right to prevent participation for failure to meet these requirements or for failure to follow NHB policies and procedures.



## **Minimum Weekly Class Participation**

Classical ballet is both an art form and an athletic pursuit. It requires dedication, consistent effort, and many hours of training to build the strength, flexibility, technique, and artistry necessary to meet the demands of New Haven Ballet's (NHB) programs.

NHB's Student Division is designed to deliver the highest caliber training for both serious recreational and pre-professional students. To ensure proper technical development and safety, students in **Levels 1-8** must enroll in and attend a **minimum number of classical ballet classes per week**. Classes taken at other institutions **may not be substituted**.

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Class Level	Minimum Required Ballet Classes	Recommended Classes (Including Pointe & Enrichment)
Level 1	1	2
Levels 2 & 3	2	3
Levels 4 & 5	3 (including pointe)	4-5
Levels 6, 7 & 8	3 (including pointe)	5-6

Students in Levels 2-8 are **strongly encouraged** to participate in **Enrichment classes**, which support the development of strength, flexibility, and artistry. However, enrichment classes **do not substitute** for required classical ballet classes. Only students enrolled in Student Division ballet classes may participate in Enrichment classes.

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## Evaluation and Placement

All students in NHB's Student Division are evaluated throughout the year. This process is guided by our commitment to each dancer's progress and well-being, with careful attention paid to both technical development and artistic growth.

In addition to ongoing classroom feedback, students receive a **formal placement for the following academic year**. Advancement is based on a range of criteria, and it is **common for students to repeat a level** before progressing. The Artistic Director makes final placement decisions and are **not subject to appeal**.

### Placement Factors Include:

- Technical ability and mastery of syllabus material
- Physical strength, flexibility, and coordination
- Artistic maturity and performance quality
- Attendance and class participation
- Completion of the full academic year of study
- Successful make-up of absences
- Faculty recommendations and in-class observations



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**Age or years of study are not sole determinants** for level placement. Because student development varies, and overall achievement levels shift from year to year, placement standards are periodically adjusted to best serve each student's progression.

While most level changes occur at the end of the school year, students may be **advanced mid-year** if warranted by their progress. However, students must complete a full academic year, demonstrate consistent attendance, and pass any required exams to be eligible for matriculation. Students are notified via email of their placement for the upcoming fall term.

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## Shared Ability

**Shared Ability** is a community engagement program offering **weekly dance workshops** that bring together artists with and without disabilities to create and perform original work. Classes are **wheelchair accessible** and led by **Kerry Kincy**, a teaching artist who uses dance to foster social and cognitive development.

The program welcomes individuals with Autism Spectrum Disorder, Down Syndrome, cerebral palsy, and other disabilities to participate alongside neurotypical dancers. Shared Ability provides a **safe, inclusive environment** for expression, interaction, and creativity, offering participants and their families meaningful opportunities to connect and grow through dance.

Financial aid is available for qualified students.

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## DanceAIR

New Haven Ballet's **DanceAIR** program brings **free in-school** and **after school ballet instruction** to young children in New Haven public elementary schools—particularly those who may otherwise have limited access to high-quality arts education.

In addition to in-school classes, DanceAIR provides:

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- Full scholarships for continued ballet study at NHB
- Dancewear and materials
- Opportunities to perform

DanceAIR is part of NHB's broader commitment to accessibility, equity, and community enrichment through the arts.

## Pointe

Pointe work is a critical component of advanced ballet training. The decision to begin pointe work is made solely by the **Artistic Director and NHB faculty**. A student must demonstrate:

- Strong and stable feet, ankles, and legs
- Full-body control and alignment
- Solid comprehension of classical ballet technique
- Regular attendance in required ballet classes
- Overall physical health and readiness



Students must be **currently enrolled** and **in regular attendance** to participate in pointe classes. Girls in **Levels 4-8** are required to take a weekly pointe class. **Boys in Level 4 and above** may join pointe class with the **Artistic Director's approval**.

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## Communication

Parents and students with questions regarding classes, curriculum, or student progress should direct all inquiries to the **NHB office**.

### Please note:

- Lengthy communication with instructors between or during classes is **not permitted**.
- The office will assist with arranging a discussion or forwarding questions to the relevant faculty or staff member.

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## Letter Requests

Students may request letters of recommendation from NHB for **scholarships, college applications**, or other purposes.

- All letter requests must be submitted through the **NHB office**.
  - Please make your request as **early as possible**, but no later than **three weeks** before the letter is needed.
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## Class Cancellation

NHB requires a **minimum enrollment of five students** per class. Classes with insufficient enrollment are subject to cancellation.

- Affected students will be notified **at least 24 hours in advance** via email.
  - Updated class schedules are posted at: [www.newhavenballet.org](http://www.newhavenballet.org).
  - NHB does **not offer refunds, credits, or transfers** for canceled classes.
  - Students are encouraged to **attend a make-up class** in their level or a lower level, if available.
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## Inclement Weather

To ensure the safety of our students and families, NHB may cancel classes during hazardous weather conditions.

### In the event of a cancellation:

- NHB will notify students via email.
- If feasible, classes may be offered via **Zoom**.
- Updates will be available on:
  - NHB voicemail: (203) 782-9038



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- Website: [www.newhavenballet.org](http://www.newhavenballet.org)
- WTNH Weather: [www.wtnh.com](http://www.wtnh.com)

Please note:

- NHB **does not extend the school calendar** or reschedule classes canceled due to weather or unexpected closings.
  - **No refunds or credits** will be issued for these missed classes.
  - Students are encouraged to **make up missed classes** in their current level or one level below.
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## Lost and Found

NHB is **not responsible** for lost or stolen items. Any found items should be brought to the **NHB office**.

To inquire about a lost item, contact:

**New Haven Office:** (203) 782-9038

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## Parking

Please follow all posted parking regulations at each studio location:

- **70 Audubon Street (New Haven):** No standing is permitted in front of the building. Use **street parking** or the **Audubon Court Garage**.
- **591 Whitney Avenue (New Haven):** Street parking is available.
- **Branford Studio:** Parking is available in the **adjacent parking lots**.

## Student Arrival and Dismissal Policy

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To ensure the safety and preparedness of all students, NHB enforces the following arrival and dismissal procedures:

- Students must arrive at least **15 minutes before class** begins, fully prepared and dressed.
- An **adult must be present** for both drop-off and pick-up.
- **Waiting areas are closed** to family members to maintain a focused and professional learning environment.

## **Late Pickup Policy**

A **15-minute grace period** is permitted after class dismissal. After this window:

- A **\$25 late fee** will be charged **for every 15-minute increment** beyond the grace period.
- *Example:* If class ends at 7:00 p.m. and pickup occurs at 7:25 p.m., the account will be charged \$25.

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## **Etiquette and Conduct**

New Haven Ballet maintains high standards of professional behavior, both in and out of the studio. Proper etiquette enhances the training experience and fosters discipline that carries over into academic and professional life.

### **Student Expectations:**

- Arrive early and be **fully dressed and ready** when the instructor enters.
- **No talking** during class or rehearsal unless directed by the instructor.
- Use hallways quietly and appropriately—for stretching, conditioning, and mental preparation.
- Demonstrate **focus, discipline, and teamwork** in all class settings.
- Refrain from gossip, bullying, or any form of disruptive or inappropriate behavior.
- Use **respectful, positive communication**, both in person and online.

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NHB students represent the school and are expected to uphold its values **in all environments**, including on **social media** and other online platforms.

## **Electronic Media Policy:**

- NHB **faculty and staff may not “friend” students** in the Children’s or Student Divisions on Facebook or other social platforms.
- Students and faculty/staff are expected to **“unfriend” each other** if connections already exist.

## **Parent and Family Conduct:**

Parents and family members are **role models** and play an important part in supporting NHB’s values. NHB expects families to:

- Demonstrate **respect and courtesy** toward all students, faculty, and staff.
- Maintain **professional and respectful communication**, including on social media.
- Avoid behavior that may create a negative or harmful environment.

**Sanctions** for inappropriate conduct by students, parents, or family members may include:

- Warnings
- Suspension or expulsion from classes, performances, or the school
- **No refunds or credits** will be issued for tuition paid or due at the time of a sanction.

All disciplinary decisions are made at the **sole discretion of the Artistic Director**.

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## **Attendance and Punctuality**

Regular and punctual attendance is vital for student progress and injury prevention.

- Students should **arrive on time** for warm-ups, which are essential for safety.
- Students **more than 10 minutes late** or who **leave class for more than 5 minutes** will be marked absent and may be asked to observe the remainder of class.
- Leaving class early requires **prior permission** from the instructor, given at the start of class.
- **Disrupting class** by entering late or leaving early is discouraged.



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## Absences

To report an absence or late arrival, please contact the NHB office at **(203) 782-9038**.

### Health-Related Absences:

Students should **stay home if experiencing any symptoms**, including:

- Runny nose
- Red or watery eyes
- Sneezing
- Cough
- Fever

To return to class:

- Students must be **fever-free for at least 24 hours**.
- Students exhibiting lingering symptoms should **wear a mask** in class.

### Attendance and Performance Impact:

Excessive absences, tardiness, or leaving class mid-session may affect:

- Evaluation results
  - Placement for future levels
  - Eligibility to participate in performances
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## Make-Up Classes

Students may make up **a maximum of one month's worth of missed classes per semester** due to illness, injury, inclement weather, or other excused absences. Make-up classes must be:

- Taken **within the same semester**
- At the student's current level or **one level below**
- Within an **age-appropriate division**

Make-ups are **not offered** for missed classes during:

- Scheduled school closures (e.g., Thanksgiving, Winter Break, Spring Break, Performance Tech Weeks)
- Single-day school closings
- Tech Weeks or other multi-day breaks (already accounted for in the academic calendar)

## Refund Exceptions:

Refunds or credits for missed classes are **not provided**, except in the following cases:

1. A **medical doctor's note** confirms injury or illness that prevents participation in any capacity for **more than one month**
2. The student's family has **moved out of state**

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## Food Policy

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NHB is a **peanut-free environment** to protect students with allergies.

- Students are encouraged to eat a healthy snack and stay hydrated **before class**.
  - **No food, gum, or beverages** are allowed in the studios, waiting areas, or dressing rooms.
  - **Bottled water** is allowed in studios for students in multiple classes or extended rehearsals.
  - Sharing food is **not permitted** due to allergy concerns.
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## Health Policy

Classical ballet requires students to be in **optimal health**, both physically and mentally. NHB supports healthy habits and discourages unhealthy behaviors associated with body image.

- Students are expected to **maintain healthy eating practices** and a **stable, appropriate body weight**.
- NHB reserves the right to restrict class/rehearsal/performance participation if a student:
  - Falls below **20% of their Body Mass Index (BMI)**, or
  - Exhibits **rapid or significant weight loss**

This policy is intended to protect the **health and well-being** of all students.

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## Cell Phones and Electronic Devices

- Cell phones and electronic devices must remain **off or silenced** while on NHB premises.
  - **Devices may not be used during class**, but can be used **between classes**.
  - Students are expected to be **fully focused and present** in the classroom environment.
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## First Aid

- A **basic first aid kit** is available on-site for minor injuries.
- NHB staff are **not permitted to distribute** over-the-counter or prescription medications under any circumstances.



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## Summer Programs

Summer study is essential for maintaining and advancing a student's technical and artistic development.

### Summer Intensive Programs:

- Offered for students **ages 3-19**
- The **sleep-away intensive** requires an **audition** for admission
- Participation in NHB and/or **recommended national programs** is encouraged

### Recreational and Open Division Classes:

- **Recreational classes** available for ages 12+ on a **drop-in basis**
  - Additional **intensive workshops** may be offered during summer for Open Division students
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## Competitions, Festivals & Outside Performances

NHB's mission is to provide **professional classical ballet instruction**, and class time is dedicated to training—not competition.

- **NHB does not condone competition participation** and does not prepare students for competitions.
  - The **New Haven Ballet Company** may be invited to **select festivals or performances**.
  - Participation in these events is by **Artistic Director invitation only**.
  - **Festival-related expenses** are **not covered by annual tuition** and are the responsibility of the selected student's family.
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## Copyright Policy

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All choreography, class content, and works created by NHB staff, faculty, or students are the **intellectual property** of the choreographer and New Haven Ballet.

- **Photos and videos** of NHB classes, rehearsals, or performances may not be posted or shared **without written permission** from NHB and all applicable copyright holders.
  - **Unauthorized use** of NHB content is strictly prohibited.
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## Concerns & Complaints

Concerns should be directed to the **NHB Office Administrator**, who will review the matter and escalate it to the appropriate party as needed. NHB is committed to maintaining respectful, solution-focused communication.

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## Tuition: Children's and Student Divisions

Students in the **Children's and Student Divisions** enroll for the **entire academic year**. These divisions:

- Do **not allow drop-ins** or class cards
- Require students to be enrolled in a **full-time academic program**

Students age 19+ are encouraged to join the **Open Division**.

### Tuition Payments:

- Tuition rates are available at: [www.newhavenballet.org](http://www.newhavenballet.org) or through the NHB office
  - Students are encouraged to **pay tuition in full** at the start of each semester
  - At a minimum, families must pay:
    - **50% of semester tuition**, plus
    - **The full registration fee** to secure class placement and begin attendance
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## Teen/Adult Open Division Drop-In Classes

The **Open Division** is NHB's **recreational program**, offering flexible ballet instruction on a **drop-in basis**.

- Open to students **aged 12 and older** who do not participate in the required Student Division class schedule.
  - Participants may pay **per class** or purchase a **10-class card**.
  - NHB does **not offer refunds** or **replacements** for lost or stolen class cards.
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## Scholarships and Financial Assistance

### Merit Scholarships

Awarded at the discretion of the **Artistic Director**, merit scholarships are reserved for **advanced-level students** who have demonstrated **extraordinary professional potential**.

### Financial Assistance

- Available to students in **Level 1 and above**
- Determined **annually in August**
- Highly **competitive** and based on **artistic merit, commitment, and financial need**

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Financial assistance covers **tuition only** and applies exclusively to programs outlined in the award letter.

## **Expectations for Scholarship/Financial Aid Recipients:**

- Attend **all registered classes** consistently
- Notify NHB of any excused absences (e.g., illness, family emergency)
- Participate in NHB programs, workshops, intensives, and festivals as required
- Maintain **high moral character, professional behavior**, and a **strong work ethic**
- Pay all **registration fees and deposits** by the first day of class

## **Application Requirements (Due August 1):**

1. Completed financial assistance application
2. One-page student essay: *"Why Dance Is Important to Me"*
3. Most recent school report card
4. Copy of most recent **income tax return**
5. **Placement class** (for new students only)

**Note:** NHB has limited financial aid funds available. Once the annual allocation is awarded, **no additional aid** is available until the following year. Late applications will not be considered.

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## **Tuition**

**Tuition in full is due upon enrollment.**

However, families may pay tuition in **two installments** under the following conditions:

### **First Payment (Due at Enrollment):**

- 50% of the semester tuition
- Full annual registration fee

### **Second Payment:**

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- Remaining 50% of tuition
- Due **one month** after the first payment

To utilize the two-payment plan, families must **contact the NHB Office in advance**. Payment plans must be **arranged and confirmed prior to the start of classes**.

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## Refund Policy

Registration in any NHB program constitutes a **commitment for the full semester or academic year** (Children's and Student Divisions).

### **NHB Does Not Offer Refunds, Credits, or Transfers, including for:**

- Class cards or Open Division classes
- Program conversions to Zoom
- Technical issues with Zoom
- Withdrawals for personal reasons after registration

### **Exceptions:**

Refunds may only be considered if:

1. A **medical doctor's note** confirms injury or illness preventing participation for **over one month**, or
  2. The family has **moved out of state**
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## Performance Opportunities

### **Winter and Spring Productions**

New Haven Ballet students may be invited to perform in:

- **The Nutcracker**

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- **Spring Performances**

## **Participation Requirements:**

- **By audition or invitation only**
- Students must have **consistent attendance**
- Accounts must be **in good standing**



Photo: Thomas Giroir ©2022

## **Performance Participation Policy**

**Casting** is made entirely at the **discretion of the Artistic Director**. All casting decisions are final.

## **Rehearsal & Performance Requirements:**

- Students and parents are responsible for **reviewing the rehearsal schedule** and noting all required dates and times.
- Rehearsal schedules are **subject to change**; students must stay informed and be prepared to adjust as needed.
- **Attendance at all scheduled rehearsals and performances is required.**
- **Dress rehearsals are mandatory.** Students who miss a dress rehearsal may not be allowed to perform.
- Students must maintain **regular attendance in their scheduled ballet classes** in order to rehearse and perform safely.

## **Absences and Removal from Casting:**



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- Students who miss **more than two rehearsals** may be **removed from their role(s)** at the discretion of the Artistic Director.
- There are **no refunds or credits** for tuition or performance fees if a student is removed from casting due to absences or failure to meet participation requirements.



## New Haven Ballet Company (NHBC)

Each **January**, students in **Levels 5-8** are eligible to **audition for the New Haven Ballet Company (NHBC)**.

### Company Purpose

NHBC provides **intermediate and advanced-level students** with opportunities for:

- Enhanced training and **artistic development**
- Additional **performance experiences**
- Coaching by **NHB faculty**, the **Artistic Director**, and **guest choreographers**

In recent seasons, NHBC has worked with acclaimed artists from prestigious companies such as the **New York City Ballet**. The company's repertoire includes **classical, neo-classical, modern**, and other dance genres, offering students a well-rounded and professionally guided experience.

### Rehearsal Commitment

Rehearsals are typically held on:

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- **Tuesdays**
- **Thursdays**
- **Saturdays**
- **Sundays**

Students must be prepared to commit to all scheduled rehearsals and performances.

## **Eligibility Requirements**

To audition for NHBC, students must:

- Be currently **enrolled** at New Haven Ballet
- Maintain **excellent attendance** in the **recommended number of weekly ballet classes** for their level
- Be able to **commit fully** to NHBC rehearsals, coaching sessions, and all **scheduled performances**

Participation in NHBC is both a privilege and a significant commitment. Students selected for the Company are expected to demonstrate **professional conduct, dedication**, and a strong **work ethic**.



Photo: Thomas Giroir ©2022

## **The Nutcracker**

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Each December, New Haven Ballet presents its annual production of ***The Nutcracker*** at the **Shubert Theater**.

## Auditions & Communication

- **Audition information** will be distributed via email and posted at [www.newhavenballet.org](http://www.newhavenballet.org).
- It is the **responsibility of students and parents** to regularly check schedules and updates.
- All rehearsal schedules are **subject to change** based on student progress and production needs.

## Participation Expectations

Participation in *The Nutcracker* is considered an **honor and privilege**, requiring:

- **Total commitment, discipline, and dedication**
- Attendance at **all scheduled rehearsals**
- Continued attendance in **regularly scheduled ballet classes**

**Note:** Students must have **current accounts** to audition for and perform in *The Nutcracker*.

## Rehearsal Commitment

- Rehearsals are scheduled based on choreography mastery and may change week to week.
- Over **200 students** may be cast and must be available for rehearsals on **Saturdays and Sundays**.
- **Levels 6-8** also rehearse on **Tuesdays and/or Thursdays**.
- Rehearsal schedules are released in **2-3 week increments** to accommodate the evolving needs of the production.
- A **Nutcracker Handbook** will be published when casting is posted.

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## Costume Care

NHB provides professional costumes and rehearsal tutus for all productions. These must be treated with **extreme care and respect**.

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## Students Must:

- **Keep hands clean** when handling or wearing costumes
- **Avoid eating, drinking, or applying makeup** while in costume
- **Never sit on the floor** in costume or rehearsal tutus

## Damage Policy:

If a costume is returned with **stains or damage**, a **repair or replacement fee** will be charged to the student's account.



## Auditions

### The Nutcracker Auditions

Registration for **The Nutcracker** auditions is available **online** through the **NHB studio registration portal**. A printable version of the form is also posted on our website:

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

- Please **arrive on time** for registration.
- At the end of the audition, students must **return their audition number**.

### Preparing for Auditions

We encourage families to speak with their children in advance about the audition process. While it is natural for students to be excited about certain roles, it is important to approach the experience with **openness and grace**. All roles in *The Nutcracker* are meaningful and essential to the success of the production. Every part offers an opportunity for:

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- **Artistic growth**
- **Skill development**
- **Teamwork and performance experience**

By auditioning, students understand and agree to **accept any role** assigned.

**All casting decisions are final and non-negotiable.**

Audition results will be emailed to each participating student.

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## **Audition Attire**

### **Required Attire for Students Who Identify as Girls:**

- Pink or flesh-toned tights
- Class leotard
- Matching pink or flesh-toned ballet slippers
- Pointe shoes (if applicable) that match tights

### **Required Attire for Students Who Identify as Boys:**

- White t-shirt
- Full-length black tights
- Black ballet slippers

All students must arrive **neatly groomed**, with **hair secured in a bun** (if long). Proper attire reflects professionalism and respect for the audition process.

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## **Class Attire (Dress Code)**

NHB enforces a **strict dress code** to promote focus, discipline, and professionalism in the classroom. Students are required to wear the **designated uniform** for their class level.

### **General Guidelines:**

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- Uniforms must be **clean, neat, and properly fitted**
- No holes, rips, or frayed edges
- **Hair must be securely pulled back into a bun** for all ballet classes
- **No jewelry**, watches, or safety pins are allowed in the studio
- Dance shoes must be worn **only inside the studio**—not outdoors

Students not in proper dress code may be asked to leave class to change into appropriate attire.

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## Placement Classes

Placement classes are **required** for:

- Students **transferring from other schools** into NHB's **Student Division**
- Returning students who **did not complete the previous academic year** (e.g., left after fall term and are returning the following fall)

To schedule a **placement class** or **audition class**, please contact:

📞 **203.782.9038**

✉️ **administrator@newhavenballet.org**

Students will be notified of their level **after the placement evaluation is completed**.

Placement decisions are made by the **Artistic Director** and are **final**.

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## Volunteer Opportunities

New Haven Ballet offers a wide variety of **volunteer opportunities** throughout the year. Volunteers play a vital role in supporting our students and programs, and we welcome the involvement of parents, guardians, and students.

# NEW HAVEN **BALLET**

LISA KIM SANBORN ARTISTIC DIRECTOR

Opportunities include:

- Assisting **backstage** during rehearsals and performances
- **Transporting costumes** and production materials to and from the warehouse
- Supporting **community events** and performances
- Helping with **administrative tasks** and **studio maintenance**

Volunteering is a wonderful way to connect with others in the NHB community and support the success of our students. If you are interested in volunteering, please contact:

 **Ruth Barker** at [administrator@newhavenballet.org](mailto:administrator@newhavenballet.org)

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## Supporting NHB

As the **preeminent dance school** in the Greater New Haven region, **New Haven Ballet** is committed to offering **accessible, high-quality dance training** to students of all ages, levels, and abilities. Your support ensures that we can continue this mission and reach even more students.

While tuition helps offset costs, it covers only a portion of NHB's **actual operating expenses**. **Gifts to the Annual Fund** help support:

- Scholarship and financial aid programs
- Outreach initiatives like **DanceAIR** and **Shared Ability**
- High-quality performances and educational opportunities
- Guest artists, faculty development, and studio resources

Your **tax-deductible donation**, no matter the size, makes a meaningful impact.

To make a gift to the **Annual Fund**, please call:

 **203.782.9038**

Or visit:

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

# NEW HAVEN **BALLET**

LISA KIM SANBORN ARTISTIC DIRECTOR

## Parent/Student Agreement

By enrolling in classes at **New Haven Ballet (NHB)**, we acknowledge that we have read, understand, and agree to abide by all policies outlined in the **Student Handbook**. This includes but is not limited to the sections on attendance, dress code, health and safety, tuition, performances, behavior expectations, and communication policies.

We understand that participation in NHB programs requires a **commitment to excellence, professionalism, and respect** for the NHB community.

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## Liability & Medical Release

- I give permission for my child/ward to participate in all **classes, rehearsals, performances, and activities** organized by NHB.
  - In the event of an emergency, I authorize NHB, its staff, agents, and volunteers to administer or seek medical treatment for my child/ward, including transportation to the nearest hospital or emergency care facility.
  - I understand that NHB and its representatives are **not liable** for any injuries sustained during classes, rehearsals, performances, or related activities.
  - I understand that **ballet is a physical art form** and that **instructors may use appropriate physical contact** to correct alignment and technique. I give my permission for this instructional contact.
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## Allergy Disclosure

- I certify that my child/ward **does not have any severe allergies** that NHB should be aware of.
  - If my child/ward **does have an allergy**, I confirm that I have provided written documentation and instructions to NHB regarding appropriate care.
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# NEW HAVEN **BALLET**

LISA KIM SANBORN ARTISTIC DIRECTOR

## Assumption of Risk and Release of Liability

By participating in NHB programs:

- I **assume all risks** related to my child's participation in NHB activities.
  - I agree to **indemnify, release, and hold harmless** NHB, its staff, faculty, agents, and volunteers from any and all claims arising out of or related to participation in NHB programs.
  - I understand NHB is not responsible for **lost, misplaced, or stolen items**.
  - I waive any and all rights to seek reimbursement or compensation due to participation, withdrawal, or dismissal.
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## Video Surveillance Acknowledgment

I acknowledge that **security cameras may be in use** at NHB's studios for the safety and protection of all students and staff.

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## Photo & Media Release

I grant permission for my child/ward to be:

- **Photographed, videotaped, or recorded** during NHB classes, rehearsals, performances, and events
- Featured in **marketing, promotional, or archival materials**, including but not limited to print, web, television, or social media

I waive any right to compensation and release NHB and its affiliates from liability associated with the use of such media.

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## Tuition Policy Acknowledgment

- I understand that **tuition is due in full upon enrollment** unless a payment plan is arranged and confirmed prior to the start of classes.

# NEW HAVEN **BALLET**

LISA KIM SANBORN ARTISTIC DIRECTOR

- I agree to pay all tuition, fees, and applicable charges as outlined by NHB.
  - I understand that NHB **does not offer refunds, credits, or transfers** for missed classes, withdrawal, or conversion to remote (Zoom) instruction, except in the limited cases outlined in the Student Handbook (e.g., serious illness with doctor's note, or relocation out of state).
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## **Acknowledgment of Agreement**

By registering and participating in New Haven Ballet programs, I acknowledge that I:

- Have **read and understood** this agreement in full
  - Agree to **all terms and conditions** contained herein
  - Will ensure my child/ward upholds the **standards and expectations** of NHB
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