

**2025**  
**Summer Intensive**  
**at Fairfield University**  
July 27-August 9



**NEW  
HAVEN  
BALLET**

LISA KIM SANBORN  
ARTISTIC DIRECTOR

501(c)(3) nonprofit organization Photo: © 2022 Thomas Giroir Photography

# **STUDENT HANDBOOK & WAIVER**

## **NHB Office**

The Community Foundation Building  
70 Audubon Street  
New Haven, CT 06510  
Tel. 203-782-9038  
Email: [administrator@newhavenballet.org](mailto:administrator@newhavenballet.org)

## **MAILING ADDRESS**

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

## **FAIRFIELD UNIVERSITY**

1073 Benson Road  
Fairfield, CT 06824

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## **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.

## **NEW HAVEN BALLET 2025 SUMMER INTENSIVE HANDBOOK**

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### **PROGRAM OVERVIEW**

**Introduction** New Haven Ballet's Summer Intensive Residency is a rigorous two-week immersive training program designed for serious ballet students aged 10–19. Held at Fairfield University, it features daily training in classical ballet, pointe, partnering, variations, Pilates, conditioning, and repertory. The program concludes with a public performance showcasing student progress.

**Eligibility** Admission is by audition and Artistic Director approval. Enrollment is limited and intended for students committed to intensive classical training.

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### **IMPORTANT DATES**

- **Check-In (Overnight Students):** Sunday, July 27 at 1:00 p.m., Gonzala Hall
- **Check-In (Day Students):** Sunday, July 27 at 2:30 p.m., Rec Plex
- **Placement Class:** Sunday, July 27 from 3:00 to 5:00 p.m., Rec Plex, Lower Level Dance Studio
- **Program Dates:** July 27 – August 9, 2025
- **Final Performance:** Saturday, August 9 at 3:00 p.m. in the Oak Room, Fairfield University

### **DAILY SCHEDULE & EXPECTATIONS**

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- Classes begin daily at 9:30 a.m. (drop-off) and conclude at 6:30 p.m. (pick-up for day students).
- Full schedule posted each morning in the studio.
- Training includes technique, rehearsals, classes, and conditioning.
- All dancers receive individualized feedback.
- Dancers are expected to remain focused, respectful, and on time.

## FAIRFIELD UNIVERSITY CAMPUS MAP



## FACILITIES & ACCOMMODATIONS

- **Classes:** Held in studios at the Rec Plex (Building 15 on the map)
- **Residences:** Gonzaga Hall (overnight students – Building 39 on the map)
- **Dining:** University Dining Hall (Building 13 on the map)
- **First Meal:** Dinner on July 27

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## MEALS

- **Overnight Students:** Breakfast, lunch, dinner daily
  - **Day Students:** Lunch and dinner (Monday–Friday only)
  - **No food, gum, or drinks (except water) are allowed in studios**
  - NHB is a peanut-free program. No food may be shared.
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## CHECK-IN DETAILS

### Overnight Students:

- Check in at Gonzaga Hall at 1:00 p.m.
- Pack light; you must carry your own belongings.
- You will receive a room assignment and room key (\$50 replacement fee if lost), roommate, and buddy group.
- Share your phone number with counselors and buddy; if no phone, a tracking tile must be affixed to your dance bag.
- Dancers may not leave campus without prior parent consent and must be accompanied by a counselor.

### Day Students:

- On July 27, check in at the Rec Plex at 2:30 p.m. wearing placement class attire. Pick up at 5:00 p.m. (no meal – meals are provided Monday – Friday)
  - Daily drop-off Monday – Friday at 9:30 a.m. (Rec Plex) and pick-up at 6:30 p.m. (Gonzaga Hall).
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## WHAT TO BRING DAILY (DAY STUDENTS)

- Dance attire and shoes
  - Dance bag
  - Conditioning equipment
  - Refillable water bottle
  - Notebook and pencil
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## **ATTIRE**

### **Female Identifying Dancers:**

- 3–5 convertible pink or flesh-toned tights
- 3–5 ballet-style solid leotards with modest leg line (1 must be solid black)
- Clean ballet slippers, 1-2 pairs pointe shoes (shoes must match tights)
- Flesh-toned camisole leotard (to wear under costume)
- Short black skirt (Bullet Pointe)
- Fitted warm-ups (leg warmers), streetwear, walking shoes
- Hair secured away from face, preferably in high ballet bun

### **Male Identifying Dancers:**

- 4–5 fitted T-shirts/leotards (white and black)
- 4–5 dance belts
- 4–5 black opaque tights
- Black ballet slippers, fitted warm-ups (leg warmers)
- Streetwear, walking shoes

### **Placement Class Attire:**

- Strict dress code: no warm-ups, only basic black leotard or tee with tights and shoes as described above
- No gym shorts, jewelry, or nail polish

### **Conditioning Class Attire:**

- Fitted warm-ups, yoga pants, trash bag warm-ups

### **Required Equipment:**

- Yoga mat, balance board, strong theraband, 2 yoga blocks

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## **DORM LIFE (Overnight Students)**

- Air-conditioned dorm with mini fridge
- Lounge (shared)
- No cooking in dorm rooms
- Bring laundry supplies (machines available)
- Rooms auto-lock – keep room keys safe
- Bring walking shoes and post-dance sandals

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## Essentials to Pack:

- Ballet supplies (shoes, tights, leotards, etc.)
  - Sewing and first aid kits (toe tape, scissors, bandaids)
  - Water bottle, snacks (peanut-free)
  - Toiletries and shower caddy (bring towel)
  - Hair and makeup supplies
  - Rain gear, sleepwear, casual clothes
  - XL twin bedding, pillow, comforter
  - Notebook, pen, phone/charger, labeled items
  - Medications
- 

## PERFORMANCE DAY CHECKLIST

- Arrive fully ready (hair/makeup done)
- Two clean pairs of performance tights
- Clean shoes that match your tights with sewn elastics/ribbons
- Class leotard for tech rehearsal
- Makeup and hair supplies
- Sewing kit, warm-ups, water bottle
- Labeled items only

## Makeup & Hair Guidelines

- Female: Foundation, blush, neutral eyeshadow, eyeliner, mascara, lipstick, false lashes
- Male: Light foundation, blush, powder
- Hair: Female – High ballet bun; Male – Hair styled back

## Costume Care

- No eating/drinking/sitting in costume
  - Return all items neatly with accessories
  - Report issues to Lisa Sanborn or Talia Vendetto
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## FINAL PERFORMANCE DETAILS

- **Date:** Saturday, August 9
- **Time:** 3:00-4:00 p.m.
- **Location:** Oak Room, Fairfield University (Building 13 on the map)
- **Admission:** Free and open to the public

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## **Post-Performance Check-Out:**

- Return all costumes/accessories
  - Clean dressing area
  - Move out of dormitory
  - Return room key (or pay \$50 fee)
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## **POLICIES & EXPECTATIONS**

### **Health & Safety**

- Stay home if unwell or injured
- Fever-free for 24 hours to return
- Follow all NHB protocols

### **Lice Policy**

- No lice/nits permitted
- Clearance required 14 days after treatment

### **Etiquette & Conduct**

- Arrive on time, ready, and focused
- Respect peers, staff, and spaces
- No gossip, bullying, or disruptive behavior (online or in-person)

### **Electronics**

- Devices must be silent or off during class
- Use only between classes

### **Copyright Notice**

- All NHB choreography is protected
- No video/photo sharing without permission

### **Lost & Found**

- NHB is not responsible for lost items

### **Parking**

- Students are not permitted to have cars on campus during camp

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- Performance parking across from Rec Plex
- Contact NHB in advance for ADA (wheelchair) accommodations

## Questions or Concerns?

- Call: 203-782-9038 (office) or 413-297-7294 (cell)
- Email: [administrator@newhavenballet.org](mailto:administrator@newhavenballet.org) (Attn: Ruth Barker)

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## CELL PHONES & ELECTRONICS

- Cell phones and electronic devices must be **on silent or off** during class.
- Use is only permitted **between classes**.

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## FIRST AID

- A first aid kit is available for minor injuries.
- NHB **cannot dispense medications** (over-the-counter or prescription) without the pediatrician's and parent's consent. Proper form must be submitted before camp starts.
- Students must bring their own **first aid supplies** (band-aids, tape, blister pads, etc.) in their dance bags.

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## COPYRIGHT NOTICE

All choreography created or staged by NHB faculty, staff, or students remains the property of the choreographer and NHB.

- Photos or videos of NHB classes, rehearsals, or performances **may not be posted, published, or distributed** without written consent from NHB and any copyright holder.

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## PARENT/STUDENT AGREEMENT & WAIVER

By signing below, we acknowledge that we have **read, understood, and agreed to all policies** outlined in the New Haven Ballet (NHB) Student Handbook. This includes policies related to participation, health and safety, behavior, tuition, and emergency care.

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### Acknowledgment and Consent

I understand that there are **no refunds** for illness, including COVID-19, or for any other reason, except as explicitly stated in the handbook.

I give permission for my child to participate in all **classes, rehearsals, and performances** associated with NHB.

In the event of an emergency, I authorize NHB, its representatives, agents, employees, paramedics, or the nearest hospital to administer emergency medical treatment to my child.

I understand that NHB and its representatives are **not responsible for injuries** sustained at NHB class/rehearsal/performance studios or any affiliated activities and agree to cover all costs associated with medical treatment.

I certify that my child **does not suffer from any severe allergies** requiring NHB's awareness. If my child does have allergies, I have **notified the NHB office in writing** with all relevant care instructions.

I understand that **dance is a physical art** and that injuries may occur. I release NHB, its instructors, staff, and representatives from any and all claims related to injuries sustained during NHB activities, including but not limited to those occurring in studios or performance venues like the Shubert Theatre.

I acknowledge that, in the context of ballet instruction, **physical contact** may be necessary to correct alignment or positioning, and I authorize such appropriate contact.

By registering and participating in NHB activities, I agree that:

- (a) I voluntarily **assume all risks** associated with participation.
- (b) NHB and Fairfield University, their faculty, agents, employees, contractors, and volunteers are to be **indemnified and held harmless** from any liability, claims, or expenses resulting from participation.
- (c) NHB is **not liable for lost, stolen, or misplaced personal property**.

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- (d) No monetary compensation shall be owed for my or my child's participation.

I understand **video cameras may be installed** in studios to ensure safety.

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## PHOTO AND MEDIA RELEASE

I consent to have my child photographed, filmed, audiotaped, or interviewed and grant NHB full rights to use these materials **in perpetuity** for promotional, educational, or archival purposes.

I release and hold harmless NHB and Fairfield University, their employees, volunteers, agents, and contractors from any claims related to the use of such media across platforms including print, internet, broadcast, and other forms of media now known or developed in the future.

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## TUITION POLICY

I understand that I am financially responsible for the **full tuition amount**, including late fees, even if the student withdraws or is dismissed before the program ends.

I acknowledge that NHB does **not issue refunds or credits** for missed classes, conversion to remote instruction, illness, or injury.

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## SIGNATURES

**Student Name (Print):** \_\_\_\_\_

**Parent/Guardian Name (Print):** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_