

CHILDREN'S BALLET THEATRE



**A pre-professional ballet company committed to providing
access to the arts for more than 45 years**

FAMILY HANDBOOK

2458 N. Cedar St. Holt, MI 48842

cbtdance.org





Communication

WEB-BASED:

Website: cbtdance.org

Member login password: Updated each season and shared at Parent/Dancer Meeting

EMAIL:

General Questions: boardchair@cbtdance.org

Company Communication: sqpowers@aol.com

Regular communications will come from the company communication email.

SOCIAL MEDIA:

Facebook: www.facebook.com/childrenballettheatre

Instagram: [@ChildrenBalletTheatre](https://www.instagram.com/ChildrenBalletTheatre)

Join the CBT Member Facebook Group:

<https://www.facebook.com/share/g/1DxH42WSie/>

A REQUIRED IN-PERSON PARENT/DANCER MEETING WILL OCCUR TWICE A SEASON, ONCE TO KICK OFF THE SEASON AND AGAIN PRIOR TO TECH WEEK.

The Season

The Children's Ballet Theatre runs two seasons: fall and spring.

The fall show is always The Nutcracker. Return to company is typically the last or second-to-last Sunday in August, and casting is released after Labor Day.

Rehearsals begin after Labor Day, and the show takes place the Friday, Saturday, and Sunday after Thanksgiving.

The spring show is a different show each year. Rehearsals usually begin in January, and the show takes place in May. This varies based on venue availability, and it's a busy time of year.

Auditions: Auditions are required for acceptance into the company. Dancers must be aged 8 to 18 with a minimum of two years of ballet training.

Casting: Once accepted, "Return to Company" occurs at the beginning of each season. At this time, dancers are cast for the season's show.

Master Calendar: A *tentative* Master Calendar is released around return to company. This calendar is subject to change as the season progresses, but it helps with initial planning.

Rehearsal Schedule: Detailed weekend rehearsal schedules are emailed on Wednesdays each week. Check your email regularly.

Tuition and Additional Costs

Tuition Fee: \$625 per dance per season

*Note: A fee will be added to those families who do not contribute by helping a committee during the season

PAYMENTS CAN BE MADE BY CHECK, CASH, OR VENMO

VENMO: [@CHILDRENSBALLETTHEATRE](#)

Additional Required Expenses:

Ballet Flats (ballet pink for girls and black for boys) ~ \$25
Pointe Shoes (Level 2 and 3 only if en pointe)
Black Leotard
Nudie (a nude leotard to be worn under costumes)
Tights ~\$25 (back-seam convertible mesh in ballet pink for girls and black for boys)
Hair Items (details on next page)
Make-up (details on next page)
Show tickets! ~\$15 -25 each

Tuition and Costs

ADDITIONAL /OPTIONAL EXPENSES:

Company apparel & show apparel (starting at ~\$25)

Photos (starting at ~\$25)

Dancer Ad in the program (starting at \$75)

Show Flowers for your dancer(s) \$2-55+ (also a CBT fundraiser!)

Nutty Buddy Gifts (while spending money is not required, most dancers spend about \$5-10 each day of Nutty Buddy gifting which is during tech week. Similar to a "Secret Snowflake" exchange.)

Dancer Bonding Events (sometimes "off-campus" events require a financial contribution, such as for bowling, or you can bring snacks for in-studio events)

Fall Cast Party Tickets (happens in December and is around \$25/plate)
Spring Cast Party in more of a potluck, relaxed pool party

*Please purchase locally at: Dancy Pantz in Okemos or MK
Dancewear in Lansing.*

Dancy Pantz and MK both offer a 10% discount for CBT members

*If you say you need "CBT tights" for example,
they have a list and know what you need!*

Make Up

Required: Ben Nye Professional Stage Make Up

*Purchase this at Dancy Pantz or MK Dancerwear -
they will match the foundation to your dancer's skintone*

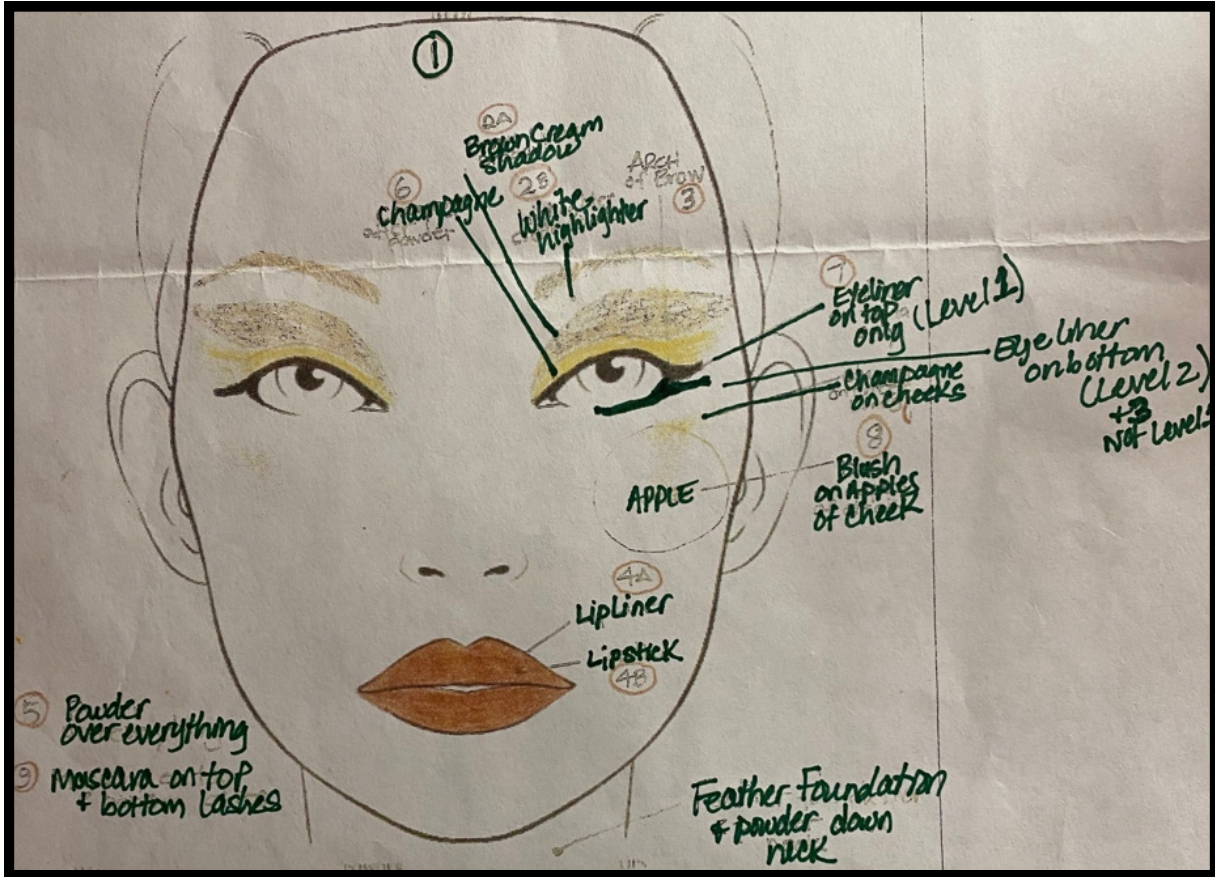
Student Kit	◦ Crème foundation ◦ Contour palette (crème rouge, highlight shadow & lip color) ◦ Eyebrow pencil ◦ Translucent loose face powder ◦ Sponge applicator for foundation ◦ Powder puff ◦ Flat brush
Additional Ben Nye Products	◦ Cake eyeliners - Black ◦ Lipstick - Cranberry (female dancers) ◦ Lipliner - Current (female dancers) ◦ Blush - Victorian Rose (female dancers) ◦ Blush - Chestnut (male dancers)

Required: Miscellaneous Products

Purchase at CVS, Target, Meijer or Amazon

Make-up	◦ ONE of the following single eye shadows: • Maybelline Single Shadow -10S Soft Pearl • Covergirl Eye Enhancer-French Vanilla • Colorpop Super Shock Highlighter - Stole the Show • Covergirl Single Shadow - Champagne (Discontinued now) ◦ False Eyelashes Ardell Demi Wispies (Level 2 & 3) and eyelash glue ◦ Basic Make-up brushes ◦ Make-up case (like a caboodle) - with a mirror
Additional Products	◦ Tissues, cotton balls, cotton swabs, sponge wedges ◦ Make up remover wipes ◦ Deodorant (if age appropriate) ◦ Lip balm ◦ Face moisturizer or Aquaphor ◦ Nail file, clear nail polish

Make Up



Hair

Rehearsal: Hair is required to be secured in a [ballet bun](#) of your choice during rehearsal.

Performances: Hair is required to be secured in a bun during performances. Placement will be specified (i.e. high bun, low bun with part)

Hair Products:

Brush/comb

Ponytail holders

Bobby pins/Hair pins

Hair gel ([Aussie Instant Freeze](#) suggested)

Hair spray

- ***List and Level 2 and 3 image on the website!**
<http://cbtdance.org/members/>

In the Studio

Studio Motto:

When in the studio, it's time to work

***IMPORTANT! Please read the Policies and Procedures on the CBT website!**

Studio Culture:

1. **RESPECT** - be kind and respectful of your peers and teachers
2. **LISTEN** - listen when someone else is speaking
3. **PREPARATION** - come to rehearsal with everything you need to learn
4. **BE ON TIME** - arrive at rehearsal a few minutes early
5. **TRY YOUR BEST** - everyone's 'best' looks different - try your best!
6. **HAVE FUN** - learning should be fun and enjoyable for everyone

Dress Code:

- Students should carry their dancewear, shoes, and other belongings in a dance bag. Please label items with your dancer's name
- Dancers wear a leotard, tights, and ballet flats or pointe shoes to rehearse. On Saturdays, dancers may wear any color leotard/skirt/short/pants, but on Sundays must be all black.
- Hair should be secured tightly in a bun
- Small earrings may be worn; no other jewelry is permitted

Additional Expectations:

- Dancers should stay in the studio
- Dancers who drive may not leave the studio to get food unless their break is 30 minutes or longer
- Company Assistants are Level 3 dancers who model and support dancer culture
- Dancer Management seek parents to volunteer to stay in the studio during rehearsals to provide support to the dancers when necessary
- Each family is required to be on at least one committee.

Attendance Policy and Reporting an Absence:

- Each dancer has 4 excused absences during Fall and 5 excused absences during Spring. This is strictly enforced.
- For PLANNED absences (i.e., prior commitment such as travel) please use this form: <https://forms.gle/XeNx9Ti2QkFaqL8NA>
- For LAST MINUTE absences (i.e. illness, emergency) please contact the artistic director or board chair.
- Tardies and partial absences are recorded.

Tech Week

“Tech Week” refers to the week leading up to opening night. It is 4 rehearsals on the stage, allowing the opportunity to ensure props, stage, dancers, and everyone involved can practice together so the show runs smoothly.

Prepare for long nights this week, sometimes until 9:30 or 10 PM. This can often mean tired dancers and tired adults! Arrive to pick your dancer up about 30 minutes early in case rehearsal ends early on these nights. Your dancer must sign-in at arrival and you must sign them out and let dancer management know before leaving. This is VERY IMPORTANT for safety.

Please remember during this time that CBT is able to produce shows due to the dedicated staff, volunteers and crew heads who volunteer their time and talents. CBT is a non-profit and a labor of love. They are valued and needed to be treated with kindness and respect in all communications.

There will be a parent/dancer meeting prior to tech week and additional information will be provided at that time.





Traditions

Traditions are part of what makes the Children's Ballet Theatre a family and a special place to be.

New Members: Each season, new members are invited to place their handprint on the wall, officially welcoming them into the company family.

Longevity, Service, and Seniors: Dancers are honored at cast parties and throughout the season for years in the company and service awards (given for things like volunteering for a soup kitchen opportunity or helping on a committee) Seniors have special acknowledgements during their senior year.

Children's Miracle Network: The Children's Ballet Theatre partners with the Children's Miracle Network to make the fine arts and performing on stage available to dancers of all abilities.

Little Guest Dancers: Children ages 6-8 are invited to join the show as a Little Guest Dancer. This opportunity allows younger dancers to experience the stage (no dance experience is required).



Traditions Continued...

Bonding Events: CBT typically has one bonding event for the dancers each season, the company assistants work with the artistic director to arrange these fun events, and details will be communicated ahead of time via email.

Holiday Parties: For holidays such as Halloween, Valentine's Day, and Saint Patrick's Day CBT often has a potluck and dancers are encouraged to dress to theme (appropriate costume, colored dancewear, etc)

The Nutcracker: The Nutcracker is filled with traditions all its own, and these things will be communicated to you before tech week. Some principal roles also have their own traditions that are passed down.

Get Involved

About the Children's Ballet Theatre:

CBT is an independent, non-profit company for children ages 8 to 18. It is volunteer run.

Mission:

To provide a youth-oriented, community-based ballet performance company in Michigan with the highest possible dance, artistic and performance standards, while fostering a greater appreciation of ballet as an art form.

Volunteer or Support:

- Dancer Management and Programming Committees
- Marketing and Media Relations Committee
- Program Committee
- Production Committee
- Props Committee
- Load In/Load Out Committee
- Hair and Makeup Committee
- Quick Change Committee
- Wardrobe Committee
- Concessions/Front of House Committee
- Fundraising Committee
- Chaperones especially during Tech Week and at each show
- Participate with CBT in giving back to community during volunteer opportunities such as the soup kitchen
- Engage with and share social media posts
- Donate
- Seek business sponsorships from your business or others
- Purchase advertisement in the program from your business or others
- Invite others to join!

