



ROYAL PRINCIPAL BALLET ACADEMY

2024-25 DANCE SEASON HANDBOOK

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SCHOOL POLICIES & EXPECTATIONS

Welcome to Royal Principal Ballet Academy where we are dedicated to the pursuit of excellence in dance. Children who participate in dance learn important life skills such as self-discipline, organization and self-esteem. Our goal is to be an integral influence of your child's development in the arts and fitness discipline.

Regular attendance is essential for the steady progress of each student. If for any reason your children cannot attend class a phone call or email is always appreciated. We expect the children to practice at home and encourage the parents to take an active role in understanding the students dance regime. Teachers will pass on relevant information for you to better help your children at home.

It is required that all students attending classes have their hair done in a classical bun with no bangs. All students must wear leotard and tights in a suitable style and colour for their level. No t-shirts, sweatshirts or baggy clothes are to be worn in class. Pleated toe, leather ballet slippers in pink for girls and white for boys are required. **NO OUTDOOR SHOES ALLOWED IN ANY STUDIOS.** Please see "Dress code" section for more detail.

All dancewear should be properly labeled with the student's name. Please check "Lost & Found" regularly for lost items.

Students of Royal Principal Ballet Academy are not permitted to take dance lessons at other schools. This is a standard practice at many schools and this policy leads to consistent training and allows teachers to develop the student in all areas of instruction. We do encourage dancers to take Master Classes outside of Royal Principal Ballet Academy, but please discuss this with your teachers and the Director of Royal Principal Ballet Academy prior to attending.

A code of mutual respect between student, parent and instructor is assumed and any abuse or disrespect will not be tolerated. Instructors are to be listened to at all times. If parents or student have any issues with instructors or other students or parents they should raise this issue to Mr. Xing as soon as possible. Any type of bullying either physical, verbal or cyber will be dealt with by immediate removal of the offending person from the school.

Our environment is meant to be a place of learning and friendship. The lessons learned within our school walls are part of what will shape who your child will be. Our intention is to give the strongest and most positive experience and skills that we can to your child. We look forward to sharing our love of movement with you and your family.

TUITION FEE GUIDELINES

Payment Options

- Term Fees -- Payable on first day of each term (September 1, 2024 & February 1, 2025)
- Annual Fees: Payment for one academic year at a time (tuition fee for 10 months).

There is an annual non-refundable \$35.00 registration fee per family

There will be a \$25.00 NSF fee for any returned cheques.

In the event that the monthly/term fees are not fully paid by the tenth day of the month, there will be a \$25 penalty fee. In addition, 3% per month interest will be added to all outstanding amounts.

Cancelling Classes

- If you wish to cancel a class we require 30 days' notice in writing, this is so that we can properly plan classes and the best possible instructors. A refund will be provided for those months remaining in the season, less 1.
- We reserve the right to cancel a class due to insufficient registration -- another class will be offered or a full refund.
- In case of student absence or leave due to personal reasons, the tuition fees are non-refundable and non-transferable, except for private lessons.

Costume Fees

- For those dancers performing in the year end recital only they will be billed for costumes in October.

What to Know About Payment of the Monthly/Term Fees?

- If payment is made by academic year before June 30, 2024, a **5% discount is applicable**.
- The school accepts payments via cheque, credit card, WeChat and Alipay.
- If the tuition fee is not paid by term or by academic year, **payments only via post-dated cheques on a monthly basis are accepted, but an additional 5% administrative fee is required**.

Do We Offer a Sibling Discount?

Yes! When two or more siblings are attending, the child with the most classes will pay full fees, and each sibling will then receive a **10% discount** on their scheduled fees. These totals will be calculated and communicated to the family prior to registration completion.

Do You Have to Pay for Holidays, Closures, etc. ?

Royal Principal Ballet Academy has amortized the dance tuition fees into 10 equal months; therefore, all of the tuition fees do take into consideration closures, holidays, longer months, shorter months, etc. With this method, each month costs the same – therefore, a little less on the busiest months and a little more on the months with more closures. Closures due to snow or inclement will be announced on our Facebook page. If you are unsure whether classes will be running, you can reach Wilma at 604-521-3255 to ask.

Entertainment Level Tuition Fees

	Monthly Fees	Term Fees	Annual Fees	Discount
30 Min	\$46.75	\$233.75	\$467.50	100%
45 Min	\$70.77	\$353.85	\$707.70	100%
1 Hour	\$93.50	\$467.50	\$935	100%
1.25	\$117.99	\$589.95	\$1179.90	100%
1.5	\$141.59	\$707.95	\$1415.90	100%
1.75	\$165.19	\$825.95	\$1651.90	100%
2 Hours	\$188.79	\$943.95	\$1887.90	100%
2.25	\$212.39	\$1061.95	\$2123.90	100%
2.5	\$235.98	\$1179.90	\$2359.80	100%
2.75	\$259.62	\$1298.10	\$2596.20	100%
3 Hours	\$280.35	\$1401.75	\$2803.50	99%
3.25	\$300.64	\$1503.20	\$3006.40	98%
3.5	\$320.47	\$1602.35	\$3204.70	97%
3.75	\$339.82	\$1699.10	\$3398.20	96%
4 Hours	\$358.70	\$1793.50	\$3587	95%
4.25	\$377.11	\$1885.55	\$3771.10	94%
4.5	\$395.04	\$1975.20	\$3950.40	93%
4.75	\$412.50	\$2062.50	\$4125	92%
5 Hours	\$429.50	\$2147.50	\$4295	91%
5.25	\$446.02	\$2230.10	\$4460.20	90%
5.5	\$462.06	\$2310.30	\$4620.60	89%
5.75	\$477.64	\$2388.20	\$4776.40	88%
6 Hours	\$492.74	\$2463.70	\$4927.40	87%
6.25	\$507.37	\$2536.85	\$5073.70	86%
6.5	\$521.53	\$2607.65	\$5215.30	85%
6.75	\$535.21	\$2676.05	\$5352.10	84%
7 Hours	\$548.43	\$2742.15	\$5484.30	83%
7.25	\$559.08	\$2795.40	\$5590.80	82%
7.5	\$573.45	\$2867.25	\$5734.50	81%
7.75	\$585.25	\$2926.25	\$5852.50	80%
8 Hours	\$596.58	\$2982.90	\$5965.80	80%

Maximum tuition amount is 8 hours

All tuition fees above are subject to an additional GST of 5%

RAD EXAMS

The Royal Academy of Dance (RAD) Vocational Level is one of the components of the curriculum at Royal Principal Ballet Academy. The RAD is a British system of teaching ballet and a globally recognized certification for dance. Students from six years old to pre-professional may take part in ballet exams at the yearly invitation of the teaching staff. The exams are designed to give dancers a disciplined and progressive training that adheres to techniques and structure while encouraging musical and artistic expression through dance. We feel that the exams are extremely valuable. They provide a yearly goal for our students to work towards. (As they get older exams can be used towards school credits). Our exams typically take place in late spring. There is an exam entry fee, pianist fees, and processing fee that you will be notified of if your child is invited to participate.

ATTENDANCE

Please find below the number of classes per week:

Intermedia Foundation/Intermedia	Professional Junior and Professional Intermedia Courses
Advance Foundation and Above	Professional Intermedia and Professional Senior Courses

We understand that every child and family are different. We encourage you to speak with the studio director if the schedule is a challenge for you.

Regular attendance is expected and necessary for progression in all classes and disciplines at Royal Principal Ballet Academy. Attendance will impact teammates preparing for competition and your dancer's personal outcomes for exams.

Please notify the office if you are not going to be at your regular class.

Class size minimum is four. If there are not 4 dancers, we will decrease the length of the class.

TEACHER PERMISSION REQUIRED

The following programs require teacher permission for registration:

- Professional Primary Beginner
- Professional Primary
- Professional Junior
- Professional Intermedia
- Professional Senior

2024/2025 - COMPETITION DATES AND LOCATIONS

1. YAGP (Youth America Grand Prix)
2. Festival du Ballet March/April (TBA)
3. ADC IBC (Youth International Ballet Competition)

COSTUME RENTAL & PURCHASE

Costumes for school performances will be purchased by RPBA and students will be charged a rental fee performance. However, for solos, the school will order the costumes and the students will pay RPBA for them.

Level	Rental Fee (Including GST)
7 years old and up	\$48/Costume
Professional costumes	\$100/Costume

Category	Purchase Fee (All fees included)
Simple costumes	120-180
Professional customized costumes	220-700

COMPETITION FEE

The competition registration fee will cover the cost of registering for the competition, including registration fees and administrative fees for the school. Typically, the registration fee for a local competition with a solo performance is around CAD 100, while for international dance competitions, it ranges from CAD 200 to CAD 300. However, this may vary depending on the specific competition fees and exchange rates.

For international ballet competitions, the school will assign a teacher to accompany the students to the competition. The teacher's expenses for meals, accommodation, and work during the competition will be evenly divided among the participating students.

ENTERTAINMENT LEVEL

RPBA offers Entertainment Ballet Level for students who cannot commit to regular ballet training due to time constraints. At the same time, it aims to help children develop a certain interest in ballet.

This level will incorporate teaching content from the RAD (Royal Academy of Dance) along with fundamental ballet training. Additionally, choreographed dances for school performances will be included.

Students in this level will not take RAD exams or participate in ballet competitions. However, they will participate in the school's year-end recital.

Entertainment Level One: Designed for students aged 7 to 9.

Entertainment Level Two: Designed for students aged 10 to 12.

Entertainment Level Three: Designed for students aged 13 and above.

PROFESSIONAL LEVEL

RPBA has set up a Professional Ballet Program for the purpose of completing the professional results-oriented ballet systematic training more efficiently, so that students reach the level of professional ballet dancers. Students in the Professional Ballet Program aim to participate in the highest level of international professional ballet competitions. At the same time, students in this program will also participate in ensembles, solo dances, and the roles of leading actors in ballets choreographed by RPBA.

Such as:

- YAGP
- Moscow International Ballet Competition
- Prix de Lausanne International Ballet Competition, Switzerland
- ADC IBC Youth International Ballet Competition, USA

In the 2023-2024 season, RPBA will offer five levels of Professional Ballet Programs:

- Professional Primary Beginner: 5-6 years old (limited to 8 students)
- Professional Primary: 7-9 years old (limited to 12 students)
- Professional Junior: 9-12 years old (limited to 14 students)
- Professional Intermedia: 12-14 years old (limited to 14 students)
- Professional Senior: over 14 years old (limited to 14 students)

Some professional classes may exceed the student limit. For example, some rehearsal courses and mixed-level classes. Additionally, if students attend courses in different classes within the same level, it may result in exceeding the maximum number of students.

In order to ensure the best results of the Professional Ballet Program, each student **must be evaluated by teacher**.

Students from Professional Ballet Program also take the RAD grade examination. The level at which each student takes the exam will be selected according to the teacher's assessment of the student's age and specific level. RPBA will help students to take RAD exams to that will benefit them.

Students must take "a full program of study". Professional level courses cannot be enrolled individually, registration for the entire program is required. This is a complete training program designed for students' overall professional development. The school's design is intended to protect the students' health because if they do not participate in the entire program, they are at a high risk of injury under intense professional training and may simultaneously fall behind in training progress.

If they cannot take a full program of study for special reasons, the minimum requirement is **2/3 of "the main course"**. They are not allowed to take entire program of study unless they are supplemented by "private classes".

Meanwhile, to offer a flexible training schedule to parents and students, students who have reached the "maximum program training time" can take professional program courses at a lower level than themselves. If they need to participate in higher-level courses, they can apply to the principal for approval.

At the end of each semester, the principal will evaluate each professional class student. Students' course levels for the next semester will be determined based on the evaluation results. If the evaluation result does not meet the requirements of the professional class, students will not be able to participate in this professional program in the next semester.

Main Courses of Professional Ballet Program

- Ballet Class • Ballet Variations • Pas de Deux • Ballet Pointe Technique

Auxiliary Courses of Professional Ballet Program

- Ballet Body Conditioning • Contemporary • Character Dance

Professional Primary Beginner Class 1			
Tuesday Miss Barbara	Saturday Miss Jessica	Saturday Miss Kristina	
4:30- 6:30	10:00- 11:00	1:00- 1:00	
PPB	PPB	PPB	
Ballet Class And Dance	Jazz Dance	Ballet Class And Conditioning	

Professional Primary Beginner Class 2			
Wednesday Miss Kristina	Saturday Miss Jessica	Saturday Miss Ryley	
4:30- 6:30	10:00- 11:00	1:00- 1:00	
PPB	PPB	PPB	
Ballet Class And Dance	Jazz Dance	Ballet Class And Conditioning	

Professional Primary Class 1			
Monday Miss Zhang	Friday Miss Ryley	Saturday Miss Kristina Optional	
4:00-5:00 PP Ballet Conditioning	4:00-5:30 PP Ballet Class	1:00-2:30 PP Ballet Variation	
5:00-6:00 PP Ballet Class	5:30- 6:30 PP Contemporary		
6:15-7:45 PP Ballet Variation			
Professional Primary Class 2			
Tuesday Miss Irina	Sunday Miss Barbara	Saturday Optional	
4:00-5:00 PP Ballet Conditioning	11:00- 12:00 PP Contemporary	1:00-2:30 PP Ballet Variation	
5:00-6:00 PP Ballet Class	12:00-13:30 PP Ballet Class		
6:15-7:45 PP Ballet Variation			

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Professional Junior				
Monday Miss Barbara	Wednesday Miss Irina	Thursday Miss Irina	Saturday Miss Irina Miss Zhang	Friday Mr. Lazaro/Miss Irina/Miss Ryley
4:00-6:15 PJ Ballet Class And Pointe	4:00-5:15 PJ Ballet Class	4:00-5:15 PJ Ballet	12:00-2:00 PJ PI PS Ballet	4:00-5:30 PJ Contemporary
6:30-7:30 Ballet Variation	5:15-6:15 PJ Ballet Variation	5:15-6:30 PJ Pointe		5:30-6:30 PJ Ballet Class And Pointe
7:30-8:30 PJ Body Condition	6:30-8:00 PJ Ballet Body Conditioning	6:30-8:00 PJ Contemporary Jazz		6:30-8:00 PJ Ballet Variation

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Professional Intermediate					
Tuesday Miss Zhang	Wednesday Mr. Xing/Miss Kristina	Thursday Mr. Xing Miss Jessica	Friday Miss Irina /Mr. Lazaro	Saturday Miss Irina	Sunday Miss Barbara
PI 4-5:15 Ballet Class	4:00- 5:15 PI Ballet Class	3:45-5:15 PS PI Ballet Tech	4:00-5:30 PI Ballet Class	12:00-2:00 PJ PI PS Ballet	10:00-12:00 PI PS Ballet Class And Variation
PI 5:15-6:30 Ballet Variations	5:15- 6:30 PI Body Condition	5:15-6:30 PI Ballet Pointe	5:30-6:45 PI Pointe Tech		12:00-1:30 PI PS Contemporary
6:45- 8:15 PI Pointe Tech	6:45-8:15 PI Variation	6:45- 8:00 PI Contemporary	7:00-8:30 PI Contemporary		

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Professional Senior					
Monday Miss Irina	Tuesday Miss Barbara	Wednesday Mr. Xing	Thursday Mr. Xing Miss Jessica	Saturday Miss Irina	Sunday
4:00-6:15 PS Ballet and Variation	6:45-8:15 PS Ballet Pointe Tech	5:15- 6:30 PI PS Body Condition	3:45-5:15 PS Ballet Tech	12:00-2:00 PJ PI PS Ballet	10:00-12:00 PS Ballet Class And Variation
6:15-7:15 PS Body Condition	8:15-9:30 PS Variation Repertoire	6:45-8:30 PS And Open Ballet	5:15- 6:45 PS PS Variation Repertoire		12:00-1:30 PS Contemporary
		8:30-9:30 PS Pas de deux	8:00-9:30 PS Contemporary		

FEES FOR PROFESSIONAL BALLETPROGRAM

Professional Primary Beginner (PPB) students will pay a monthly tuition fee of 420 and can attend up to 7 hours of training per week.

The semester fee for PPB students is 2,100, and the annual fee is 4,200.

Professional Primary (PP) students will pay a monthly tuition fee of 640 and can attend up to 12 hours of training per week.

The semester fee for PP students is 3,200, and the annual fee is 6,400.

Professional Junior (PJ) students will pay a monthly tuition fee of 840 and can attend up to 17 hours of training per week. The semester fee for PJ students is 4,185, and the annual fee is 8,370.

Professional Intermedia (PI) students will pay a monthly tuition fee of 970 and can attend up to 20 hours of training per week.

The semester fee for PI students is 4,860, and the annual fee is 9,720.

Professional Senior (PS) students will pay a monthly tuition fee of 1,080 and can attend up to 21 hours of training per week.

The semester fee for PS students is 5,400, and the annual fee is 10,800.

If students choose to take both regular and professional courses, they only need to pay the maximum course fee for professional courses, no additional course fees are needed (private courses excluded).

All tuition fees above are subject to an additional GST of 5%

2024-2025 SCHOLARSHIP PROGRAM

In 2023-2024, RPBA launched a scholarship program. The purpose is to encourage outstanding young dancers to get a head start on the new year of dance and be recognized for their hard work.

RPBA Star Award: 5000, one winner

RPBA Excellence Award: 1500, two winners

RPBA Best Progress Award: 500, eight winners

2024-2025 PRIVATE CLASSES

Level	Private for 1 Student	Private for 2 or more Students
Professional	\$90/Hour	\$100/Hour
Senior Professional	\$120/Hour	\$140/Hour
Ballet Master	\$160-180/Hour	\$180-200/Hour
Director	\$200/Hour	\$220/Hour

Prices include GST and studio rental fee. International fee is 200% of listed fees.

For non-school students, private lesson fees are 150% of the above fees.

ADULTS DROP IN CLASS FEES

Per Hour	Total Hours	Total Price (Include GST)	20% Off (Include GST)
\$36.75	9	\$331	\$265
\$31.50	18	\$567	\$454
\$26.50	36	\$954	\$763
\$23	72	\$1656	\$1325

20% OFF POLICY

You were a student at RPBA before (Under 18 years old)
Your family is one of the students in RPBA (Studying in this semester)

2024-2025 STUDIO RENTAL FEES PER HOUR

Studio Size	RPBA Students	Non-RPBA Students	Monthly Renters (above 10 hours per month)
Small	\$25	\$40	\$30
Medium	\$30	\$50	\$40
Large	\$40	\$65	\$50

International rent fee is 200% of the Use purpose for Non-RPBA Students

DRESS CODE

LEVEL	DRESS CODE
Ballet Shoes:	All RAD ballet classes require full-sole leather ballet slippers , other classes allow canvas ballet slippers.
Preschool Level 1 & 2	Short-sleeved scooped-neck leotard in a polyester-cotton-lycra - pink in colour for girls - matching skirt in pink (elastic waist), pink tights
Pre-Primary Professional Primary Beginner	Short-sleeved scooped-neck leotard in a polyester-cotton-lycra - pink in colour for girls - matching skirt in pink (wrap skirt not elastic), pink tights
Primary	Short-sleeved scooped-neck leotard in a polyester-cotton-lycra - lavender in colour for girls - matching skirt in lavender (wrap skirt not elastic), pink tights
Character Skirts	Character skirts are worn from Grades 1–8 (contact Royal Principal Ballet Academy admin if you need to place order) <ul style="list-style-type: none"> ➤ Grades 6/7/8 get the choice of their own ribbon colours to match their body suit colour ➤ Grade 1–5 character skirts will be black with the top row in baby pink, the middle row in baby blue, and the bottom row in navy blue
Character Shoes	Grade 1&2 - lower heel, Grade 3 and up – Cuban heel (higher). Character shoes are not required for vocational grades
Grade 1	Sleeveless RAD leotard in pink for girls same as primary for boys
Grade 2	Sleeveless RAD leotard in light blue for girls same as primary for boys
Grade 3-5 Professional Primary	Sleeveless RAD leotard in navy for girls
Intermediate/Foundation thru Solo Seal Professional Junior Professional Intermedia	Black 5 seam Mirella body suit – Soft blocks/soft pointe shoes required for Intermediate
Boys Pre-Primary – Grade 2	White fitted short-sleeved leotard, navy blue fitted shorts, white ankle socks, white ballet slippers
Boys Grade 3 and above	White fitted short-sleeved leotard, black tights, white socks, white ballet slippers
Professional Senior	Leotard, color optional

Please do not purchase tap shoes from Payless as they ruin the tap floor. Please purchase from Dance Box.

IMPORTANT DATES & SCHOOL CLOSURES

September 3, 2024	Tuesday	Classes start
October 14, 2024	Monday (Thanksgiving)	Regular Classes
October 31, 2024	Thursday (Halloween)	No Classes
December 21,22 2024	Weekend	Nutcracker Gala
December 22 2024	Sunday	<i>Last day of classes for 2024</i>
December 23-January 5	Holiday Break	Closed
January 6, 2025	Monday	Classes Return
January 28, 2025	Tuesday (Chinese Spring Festival)	No Classes
February 16/17, 2024	Sunday/Monday (BC Family Day)	No Classes for 2 Days
March 16 2024	Sunday	<i>Last day of classes before Spring Break</i>
March 17-30	Spring Break	Closed
April 1	Tuesday	Classes Return
April 20-April 21 2025	Easter Weekend	No Classes
May 19-20, 2025	Sunday/Monday (Victoria Day)	No Classes for 2 Days
June 2025x	TBA	Dress Rehearsal
June 2025	TBA	Recital
June 22, 2025	Sunday	Last Day of Classes

OTHER DATES TO REMEMBER

Competition and Costume Fees: Due Oct 15, 2024

STUDENT CODE OF CONDUCT

1. **Be respectful to teachers, be friendly to classmates;**
2. Arrive at school at least 10 minutes before the first class of the day for warm-up;
3. After class, complete the practice and review tasks assigned by the teacher;
4. Be focused in class, no whispers;
5. Cherish the training tools and return them to their original place after use;
6. If students are unable to attend the course for special reasons, they must inform the teacher in advance;
7. Be helpful to each other, malicious comments on other students in private are not allowed.