

CityDance Handbook

2025-2026



Welcome

Dear CityDance Families,

Welcome to CityDance! We're thrilled to have your child join our program, which is proudly supported by the USA International Ballet Competition. Since 2002, CityDance has been dedicated to offering Jackson Public School students an enriching ballet experience.

In the first semester, we'll focus on building a solid foundation in ballet, covering essential steps and terminology. By the second semester, students will apply their newly acquired skills to create a beautiful recital dance, marking the highlight of our year.

CityDance offers three levels of instruction: Level 1, Level 2, and Level 3. Level 1 and 2 students have class once a week, while Level 3 students meet twice a week. Placement is based on skill, flexibility, and age, with opportunities for advancement based on hard work and dedication. Exceptional students may also be selected for solos and special performance opportunities.

Throughout the year, we provide additional artistic experiences, including masterclasses, special performances, and exposure to other art forms. We encourage students to take full advantage of these opportunities to enhance their learning and growth.

We are excited for you to embark on this journey with CityDance and look forward to seeing your child thrive. Here's to a fantastic year ahead—let's make it a memorable one!

Warm regards,

Mona Nicholas

Executive Director

USA International Ballet Competition

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Calendar of Events

Events may change or be added throughout the year.

Saturday, September 6, 2025	CityDance Auditions
Tuesday, September 16, 2025	CityDance Classes begin
Tuesday, October 7, 2025	Fall Break - no class
Tuesday, October 9, 2025	Fall Break - no class
Tuesday, November 18, 2025	Parent Observation (<i>Level 1</i>)
Thursday, November 20, 2025	Parent Observation (<i>Level 2 & 3</i>)
Thanksgiving Break: November 24 - 28	No Classes
Thursday, December 4, 2025	Ballet Mississippi: The Nutcracker
Winter Break: December 15 – January 4	No Classes
Tuesday, January 6, 2026	Classes Resume
Saturday, February __, 2026	Black History Program & Art Showcase
Spring Break: March 9 - 13	No Classes
Thursday, May 7, 2026	FULL SHOW RUN THROUGH: ALL DANCERS NEEDED
Monday, May 11, 2026	Dress Rehearsal
Tuesday, May 12, 2026	Recital

Attendance

CityDance students in Level 1 & 2 attend class for one hour per week. Level 3 students attend two hours of class and 30 minutes of rehearsal per week. Attendance is a key part of a dancer's success. Each class builds on dancers' knowledge and strength. It is imperative that dancers attend all classes to see improvement. The schedule will be as follows:

<u>Tuesday</u>		<u>Thursday</u>	
4:00-5:00	Level 1A	4:00-5:00	Level 2A
5:00-6:00	Level 1B	5:00-6:00	Level 2B
6:00-7:00	Level 3	6:00-7:00	Level 3
7:00-7:30	Level 3 (A Rehearsal)	7:00-7:30	Level 3 (B Rehearsal)

Students are allowed **3 absences per semester**. All absences should be communicated with the student's instructor.

Excused Absences include:	Unexcused Absences include:
- Illness (with doctors note) - Injury (with doctors note) - School Event for grade	- Other extra curricular activities (cheer, gymnastics, band, etc.) - Illness (without doctors note) - Optional School Event (talent show, carnivals, etc.)

To have an absence excused, you MUST send an email prior to the start of class.

Additional causes for excused absences may be permitted but will ultimately be up to the discretion of the USA IBC Administration. Students will be **dismissed** from the CityDance program if they are unable to meet the attendance requirements.

Roll is taken at the beginning of class. If students are more than 5 minutes late, they will be asked to observe class. Students more than 10 minutes late will not be allowed to enter the classroom and will be marked absent.

Students may not leave class until the instructor dismisses them. Any conflicts in which students must leave class early, **must** be communicated with the instructor **prior to the start of class**. If an emergency arises during class and a student must leave immediately, the parent or guardian should enter the classroom quietly, speak to the instructor, and remove the student.

Inclement Weather Policy

CityDance will follow all Jackson Public School inclement weather closures. All closures will be announced via Email & Remind. If you have not received notice that a class has been canceled but the weather is severe in your area, we do not expect any parent or student to travel under dangerous circumstances. Please notify your instructor.

Dress Code

One Dance Uniform is provided, at no charge, for all CityDance students. At auditions, students are fitted for their dance attire. Dance attire will be distributed later in the school year. Students are required to maintain their uniforms throughout the year. Any damaged pieces (i.e., tights with holes) must be replaced by the student's family at their expense. Please write the student's name inside all dancewear including shoes once you receive it.

Girls Attire:

- Black Leotard
- Pink Tights
- Pink Ballet Shoes

Boys Attire:

- White T-shirt
- Black Pants
- Black Ballet Shoes

Hair

Hair should be secured neatly in a ballet bun. Short hair can be secured with clips or bobby pins. Hair is REQUIRED to be in a bun for all performances.

Care Instructions

Wash dancewear on gentle or delicate cycle and hang dry. Do NOT wash ballet shoes. Ballet shoes are NOT to be worn outside. If ballet shoes become dirty, use a magic eraser to spot clean.

Replacement Items

Replacement dancewear can be purchased online at DiscountDance.com. Some items, such as tights, are available at Walmart and Target. If you need assistance with sizing or finding suitable replacements, please contact Tajiah Lamar at citydance@usaibc.com

Behavior Policy

We strive for a positive, safe, and productive environment for all students and families involved in CityDance. Our goal is to promote respect, responsibility, and cooperation among students while fostering their growth and development. The following will be expected of all students and families:

- Respect must be shown to all classmates, instructors, staff, and volunteers.
- Bullying of any kind will not be tolerated.
- Students must respect their environment including the ballet studio, bathrooms, and Arts Center.
- When attending special performance events, students and their families represent the USA IBC CityDance and are expected to adhere to all behavior policies.

Discipline Policy

To ensure a positive and respectful environment at CityDance, we have established a clear discipline policy to address any breaches of our rules. The policy is as follows:

First Warning – Pink Slip

Parents will receive a pink slip indicating the child's class infraction and information from the instructor regarding the issue including how to correct it.

Second Warning – Red Slip

Parents will receive a red slip indicating the child's class infraction has continued and information from the instructor regarding the issue including how to correct it.

Third Warning – Required meeting with Administration

Parents will be notified to schedule a meeting with the instructor and administration to discuss the behavior and possible next steps, which may include dismissal from the program.

Absences:

The slip system will also be used to notify families of children's absences.

<i>1 absence – No slip</i>	<i>2 absences – Pink Slip</i>
<i>3 absences – Red Slip</i>	<i>4 absences – Dismissed from CityDance</i>

Drop Off & Pick Up

1. **Park:** in the lot located between Thalia Mara Hall & the Arts Center.

On Pascagoula Street, access the parking lot through the drive-way between Thalia Mara & the Arts Center. Located next to the “Krit was here” mural.

2. **Walk** students inside through the backdoor of the Arts Center, *located under the awning, by the dragon and ballerina mural.*
3. **Sign in** using the clipboard located at a table in the hallway.
4. **Wait** with students until they are called to class by the instructor.
5. **Sign out** is required for every class. The instructor will not release your child from class until a parent or guardian has signed them out. The instructor will have the **sign out** sheet.

*Waiting area chairs will be available in the ballet hallway. Please supervise any siblings you may have with you. You may choose to wait in your car. **Ballet students should not be left unsupervised in the Arts Center.***

Ancillary Events

Additional events may be added throughout the year.

Ancillary events will be held throughout the year and involve USA IBC CityDance students and their families. Events are optional although highly encouraged. Each event will help enrich the students’ experience of CityDance by exposing them to the arts through a different lens. Ancillary events include the following:

- ☐ **Visual Art Project** – Led by a Wells APAC instructor, students will engage in a visual art project.
- ☐ **Visual Art Show** – An art show will be held to present students' artwork and celebrate their accomplishments.
- ☐ **Family Events** – The Jackson (MS) Chapter of the Links, Incorporated, will hold events for children and parents throughout the year. The activities will cover a range of topics. Past topics include healthy eating, voter registration, and black history.
- ☐ **The Nutcracker** – Each year CityDance students and their families are invited to attend Ballet Mississippi’s presentation of *The Nutcracker*. This is a wonderful opportunity for students to see a live ballet production before they begin working on their recital.

Communication Policy

CityDance families will receive all communication through email and Remind 101.

Frequent updates will be sent, and it is important to check correspondence regularly. If a student has multiple guardians that need to receive communication, they can join Remind 101 and be added to the email list.

To contact a CityDance Instructor, directly message us in the Remind 101 app, or email Taijah Lamar, citydance@usaibc.com

Remind 101

Download the Remind 101 App from the App Store or Google Play store, or register by texting the class code to 81010.

Level 1A -- @63d22c7	Level 2A -- @7472ae
Level 1B -- @b8ef2gf	Level 2B -- @2eh46b
Level 3 -- @ df5tk67	

Ballet at Home

If your dancer would like to practice at home, we recommend the following YouTube videos:

Stretching: <https://youtu.be/v0OzPShRHgM>

Ballet Barre: <https://youtu.be/ziT4ERqtS04>

Contact Us

USA International Ballet Competition

Taijah Lamar| *USA IBC CityDance*

citydance@usaibc.com | 601-355-9853 ext 205

Rules

1. **Be on time!** To fully maximize class, it is important to not miss a minute. Show up on time, so class time can be maximized. Please be on time to drop off **and** pick up your dancer. Arrive early enough to go to the restroom BEFORE class.
2. **Be prepared!** Being fully dressed in proper attire is just one part of being prepared. Dancers should also be ready to focus and follow instructions.
3. **Be respectful!** Dancers are required to respect their classmates, teachers, and volunteers. Being kind and polite is necessary to embody a ballerina.
4. **Secure your hair!** Neatly secure hair away from face so that it does not distract the dancer.
5. **Wear your uniform!** Dancers should wear their dance attire every week. The uniform helps teachers evaluate the students, and helps students move without restriction.
6. **Bring a bag!** Dancers will be given a specific bag just for dance clothes and shoes. This way all the items stay together and nothing gets misplaced. Other great items to keep in your child's dance bag include: extra bobby pins, ponytail holders, band-aids, and water bottle.
7. **Take care of your shoes!** Don't wear your dance shoes outside of the classroom. Be sure to remove dance shoes before walking into the parking lot to help ensure they stay looking new longer.
8. **No food or drink!** To protect our dance floors, only bottled water is allowed in the studios. No snacks or soda will be permitted.
9. **Stretch!** Keep stretching at home to help improve flexibility and make you a better dancer!
10. **Have Fun!** Learn as much as possible and enjoy dancing!