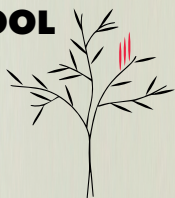


THE SCHOOL

at the

MARK
MORRIS
DANCE
CENTER



Student Handbook 2022-2023

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I. Introduction

The Mark Morris Dance Group is a non-profit performing arts organization under the artistic leadership of world-renowned choreographer and opera director Mark Morris. MMDG performs Morris's dance and opera productions in dance and music venues throughout the world.

The School at the Mark Morris Dance Center offers year-round, community-based dance and music programming in a fully inclusive and nurturing environment, located in the heart of the Brooklyn Cultural District. The School's diverse and professional faculty provide progressive and non-competitive instruction with classes accompanied by live music. We are an intentionally non-recital school with a student-centered, culturally responsive instructional approach based on our core values of Artistic Excellence, Creativity, Community, and Access. The School is split into two divisions: the Early Childhood program (ages 18 months through 6 years) and Children and Teens program (ages 6 through 18).

The Mark Morris Dance Center is committed to maintaining a safe and supportive environment for all students, faculty, musicians, and staff, free from harassment, intimidation, bullying, and discrimination on the basis of actual or perceived race, color, creed, ethnic or national origin, sex, sexual orientation, gender identity or expression, disability, age, weight, body type, religion, medical condition, marital status, socio-economic status, citizenship/immigration status, or veteran status.

WELCOME!



II. School Policies

Missed Classes: There are no make-up classes for missed classes in either the Children and Teens or Early Childhood programs.

Absences: It is not necessary to report a student's absence. However, anticipated absences of several classes should be reported to schooladmin@mmdg.org.

Class Times: Classes begin and end on time. Students arriving more than 15 minutes late may be asked to observe the class.

Level Placement: Class level recommendations are sent to Spring semester students in July prior to Fall registration. Level assignments are based on age and proficiency. As a student progresses through the program, they may be asked to repeat a level in order to ensure that they remain in an appropriately challenging classroom environment. Systematic progression through each level should not be the expectation. It is important that each student demonstrates proficiency before moving on.

Class/Level Adjustments:

Early Childhood: Students in We Dance: Toddler and Grown-up Movement (formerly Parent and Toddler Movement) and Creative Dance are placed according to age. Curricula are designed to meet children at their respective developmental stages. Students should not register outside of their appropriate age bracket.

Children and Teens: Students will be placed in class based on their registration selections. However, it may be necessary to reassign a student to a different class of a more appropriate level. The first four weeks of each semester is considered a "placement period." Faculty or families may reach out to the administrative staff to request a level change during this period.

Cancellations: The School reserves the right to cancel any class with an enrollment of less than five students. In the event of class cancellation, we will contact you with a second option or give a full or pro-rated refund.

Observing Class: Families are not permitted to be in the dance studio and are discouraged from observing through the window during class, as this can be distracting for all children attempting to focus. We invite families into the studio for our Family and Friends Days at the end of each semester to provide a chance for them to engage in their child(ren)'s learning.

Photo/Media Policy: To protect the privacy of our entire student body, families are not permitted to video or photograph classes. This policy is relaxed during Family and Friends Days.



III. Registration

The School is an inclusive, non-recital, recreational environment. We believe “Dance is for Anybody!” and do not hold auditions. Registration is accepted on a first-come, first-served basis. Class size is limited.

Online registration is preferred and strongly encouraged, although you can also register in person at the Mark Morris Dance Center. In the event of an emergency or software malfunction, registrations can be processed over the phone.

Wait List: Classes are closed once capacity is reached, and you will be unable to register online. You may choose a different class or register for the wait list. No payment is required to be added to the wait list. If and when a space becomes available, you will be contacted via email or phone. Full payment is expected upon enrollment.

Trial Classes: Trial classes are available if there is still space in a class by the first day of the session. Students are allowed to attend one class as a trial free of charge during a respective program's registration period. Trialing a class does not guarantee a space to be held for registration. Families are encouraged to register as soon as possible following a trial class to ensure they can secure a space.

Age Restrictions: To be eligible for class registration, a child must reach the age requirement on or before the first day of class.

Communication: The School at the Mark Morris Dance Center communicates with families via email and text messaging through our registration software, Active Network. Please be sure to keep your contact information in the Active system up to date to ensure you receive the most updated information from The School. Families can also access information on the Parent Resource Page linked in their registration confirmation email. All questions regarding classes should be directed to administrative staff at schooladmin@mmdg.org and not individual teaching artists.

Faculty and Staff: All faculty in The School at the Mark Morris Dance Center are highly qualified teachers and are observed on an annual basis to encourage excellence in teaching practice. Please note that the Mark Morris Dance Center also serves as a resource to the field by hosting a Teaching Artist Training Program, Dance Accompaniment Training Program, and regular professional development opportunities on-site. It is likely that your child will have an observer present in their dance class at least once throughout the course of the academic year.



III. Registration (cont.)

Early Childhood Program

The Early Childhood program is for students ages 18 months to 6 years old. There is no priority registration access in the Early Childhood program. Registration is open through the first week of each session in the Early Childhood program. Registration dates can be found on our website on the Calendars page and always opens at 9:00am. Every child must re-register for each session.

Children and Teens Program

The Children and Teens program is for students 6 to 18 years old. Students returning from the previous semester have access to priority registration and should register for the class and level recommended by their teacher (sent via email from schooladmin@mmdg.org in July). Priority registration can be accessed via the link to the Parent Resource Page sent to families in their recommendation email. Students new to The School are recommended to take a trial class or visit our "[What Level Should I Sign Up In?](#)" page for more information. Registration is open through the first four weeks of each semester in the Children and Teens program. Registration dates can be found on our website on the Calendars page and always opens at 9:00am. Families have the option to register for the entire 32-week academic year or for one semester at a time.

Student Company: Admission into this program is by audition only.

Auditions take place every September. No make-up audition dates or video auditions are permitted. More information on this program can be found on our [Student Company page](#).

Pointe class: Students new to pointe may only register during the Fall registration period and must be approved by their prior semester's ballet teacher in The School to take pointe or register for a pointe assessment. Pointe students must take a ballet technique class in addition to their weekly pointe class. More information can be found on our [pointe information sheet](#).

Arts Immersion Fellowship: Admission into this program is by application only. More information can be found on our [Arts Immersion Fellowship page](#).

The School's programs also include camp opportunities on a seasonal basis. More information about camps can be found by visiting [this page](#).



IV. Tuition Policies

The School at the Mark Morris Dance Center is committed to upholding its core values of Artistic Excellence, Creativity, Community, and Access. To ensure access to excellent dance education for the entire community, tiered pricing options, in collaboration with our scholarship program, allow us to take collective action to reduce financial barriers that have traditionally prevented some students and families from participating. As a non-profit organization, the Mark Morris Dance Group subsidizes costs that are not met by Tier 1 and 2 tuition options. Families who can should select tuition option Tier 3 so that we can continue to offer our programs with additional support staff, live music, and in our state-of-the-art facilities. Please find all tuition options below:

Tuition Schedule & Payment Options

Early Childhood Programs	Registration Fee Every 8 Weeks	Tier 1 Pricing 8 Weeks	Tier 1 Pricing 16 Weeks	Tier 2 Pricing 8 Weeks	Tier 2 Pricing 16 Weeks	Tier 3 Pricing 8 Weeks	Tier 3 Pricing 16 Weeks
45 min/wk	\$12/child	\$160.00	n/a	\$175.00	n/a	\$195.00	n/a

Children and Teens	Annual Registration Fee	Tier 1 Annual Pricing	Tier 1 Pricing Semester	Tier 2 Annual Pricing	Tier 2 Pricing Semester	Tier 3 Annual Pricing	Tier 3 Pricing Semester
45 min/wk	\$25/child	\$535.00	\$280.00	\$585.00	\$320.00	\$635.00	\$335.00
60 min/wk	\$25/child	\$565.00	\$295.00	\$620.00	\$325.00	\$670.00	\$355.00
75 min/wk	\$25/child	\$600.00	\$315.00	\$655.00	\$345.00	\$710.00	\$370.00
90 min/wk	\$25/child	\$635.00	\$330.00	\$695.00	\$360.00	\$750.00	\$390.00

Pricing Tier	Family Income Level*	Household Size
Scholarship	Families who qualify for WIC assistance	See chart in link
Tier 1	\$49,100-\$86,400 per year	< or = 4
Tier 2	\$86,401-\$209,000 per year	< or = 4
Tier 3	\$209,001+ per year	< or = 4

*Income levels determined on 2022 Federal Income Tax brackets



IV. Tuition Policies (contd.)

Scholarships: During 2022-2023, \$25,000 in need-based scholarships will be provided to a limited number of qualifying students and will be awarded via a first-come, first served basis. Applicants will be notified of results on a rolling basis until all scholarships are distributed. Applications are available on our website at [by clicking here](#).

Early Childhood: Due to limited space, each family who applies and is selected for a scholarship will receive it for one (1) child in one (1) of our Early Childhood programs. Scholarships are non-transferrable to the next session. A new application must be submitted for each 8-week session. Scholarship application periods for these programs are as follows:

Fall Session 1	August 26 – September 12, 2022 notified by September 20, 2022
Fall Session 2	October 21 – November 14, 2022 notified by November 22, 2022
Winter Session	January 6 – January 30, 2023 notified by February 11, 2023
Spring Session	March 17 – April 5, 2023 notified by April 29, 2023
Summer Session	May 5 – May 26, 2023 notified by June 10, 2023

Children and Teens: Due to limited space, each family who applies and is selected for a scholarship will receive it for one (1) class per child interested in our Children and Teens programs. Families may elect to enroll on scholarship for one semester or for the entire academic year. Scholarships are transferable to the second semester in the Children and Teens program of the same academic year in which the scholarship was awarded. A new application must be submitted for each new academic year and for any additional programs students enroll in (e.g. summer or school-year camps). Scholarship application periods for these programs are as follows:

Semester 1	August 19 – September 23, 2022 notified by October 8, 2022
Semester 2	December 20, 2022 – February 10, 2023 notified by March 4, 2023

Mid-Winter, Spring, and Summer Camp: Scholarships will be awarded via a lottery system and applications for scholarships will open the same day as camp registration. Awardees will be notified of results four weeks prior to the beginning of camp. Due to limited space, each family who applies and is selected for a scholarship will receive it for one (1) child in one (1) of our camp programs. Scholarships are non-transferable to the regular academic year in The School. Scholarship application periods for these programs are as follows:

Mid-Winter Camp	December 13, 2022 – January 28, 2023 notified by February 11, 2023
Spring Break Camp	December 13, 2022 – March 25, 2023 notified by April 1, 2023
Summer Camps + Intensives	December 13, 2022 – May 6, 2023 notified by May 13, 2023



Tuition is due in full upon registration, based on your payment option. We accept cash, check, VISA, MasterCard, American Express, and Discover Card.

Students who register after classes have begun are still responsible for full tuition payment. Tuition will not be prorated. (This includes wait-listed students).

Tuition is refundable within the registration period of respective programs, less a \$15 processing fee, the pro-rated cost of past classes (whether attended or not), and any applied discounts. If a student must withdraw from class, written notification is required and must be sent to schooladmin@mmdg.org.

We offer a 10% discount for students who register for multiple classes and for siblings in the Children and Teens program.

Checks should be made payable to "Discalced, Inc." A \$15 fee will be due for all checks returned for any reason. The fee must be paid in cash within one week from the time the owner of the account is notified.

V. Health and Safety Procedures

Please refer to our [COVID-19 Updates page](#) for our latest COVID-19 safety policies.

VI. Classroom Etiquette

Students must arrive on time for class, properly dressed, and ready to dance. Please access our dress code at the end of this handbook or [on this page](#). A student arriving more than 15 minutes late may be asked to observe class. Important warm-up exercises take place in the beginning of class, and a student who is not properly warmed-up risks being injured. Late arrivals are also disruptive to the class.

Students should remember to use the bathroom before class begins to minimize interruptions. If it is necessary to use the bathroom during class, the student should ask the teacher for permission and return to class promptly.

Students who are disruptive will be given a warning. If they continue to be disruptive, they will be asked to observe the class. All such problems will be discussed with families.

Each student must properly dispose of their trash and recycling. It is everyone's responsibility to keep our Dance Center clean for everyone to enjoy.

Doors to the studios are kept closed while classes are in session. There are windows into the studio on each door.



VII. Lobbies and Waiting Areas

The studios, lobbies, and waiting areas of the Mark Morris Dance Center are home to the Mark Morris Dance Group, The School, Community Programs, Adult Programs, Dance for PD programs, Professional Development programs, and a variety of nationally and internationally known artists renting rehearsal space. Students must conduct themselves with respect for the surrounding community while in class and while waiting for class in the lobbies and bathrooms. The lobbies should not be used as a space for play dates or meetings. For safety purposes, there is no running and no use of scooters in the lobbies and waiting areas. Please help us keep the noise level to a respectable volume. We ask for caregiver support in upholding each of these policies.

Caregivers of all children ages 10 and under are expected to accompany children into the lobby and wait with them until their respective teacher calls them to enter the studio for class. Please do not crowd around the studio door, as this prevents the preceding class from exiting. Children over the age of 10 may enter the Dance Center unaccompanied at the discretion of their families, but will not be under adult supervision until they enter their class. After class, children will be dismissed to their caregivers from the studio door.

Please leave pets and animals at home as they are not permitted in the Dance Center.

Students age 10 and under must be supervised by parent/guardian at all times when not in class. This includes bathroom and locker room supervision.

VIII. Drop-Off and Pick-Up

Students should arrive 15 minutes prior to class time in order to change and prepare for class.

Students must be picked up on time. Caregivers who arrive late to pick up a child should call the Dance Center to notify staff. Children who are waiting for more than five minutes after the end of their class will be brought to the ground floor office and supervised by a member of the Education staff.



IX. Accessibility

The School at the Mark Morris Dance Center proudly instructs disabled and non-disabled students in an inclusive instruction environment. All faculty have access to regular training in providing adaptive and inclusive learning environments. Additionally, families have the option to share information related to specific student needs during the registration process. All information shared by families at registration is sent to faculty during the registration period.

Classes in The School including Creative Dance (ages 4-6), Fundamentals A (ages 6-8), and Fundamentals B (ages 7-9) are all staffed with Teaching Artists and Assistant Teaching Artists. Classes in Levels 1-5 do not typically have Assistant Teaching Artists. Creative Dance classes have a class capacity of 18 students or less and Fundamentals A and B students have a class capacity of 20 students or less. Classes in Levels 1-5 have a capacity of 20-25 or less depending on the size of the studio. Additional staff may be placed as a support in levels outside of Creative Dance and Fundamentals A and B on a case-by-case basis in consultation with the education staff.

Adaptive Dance classes are for those students who wish to opt into a class specifically for dancers with disabilities. These classes have a capacity of 10 students or less and are staffed with a Teaching Artist and at least one Assistant Teaching Artist. Family members or caregivers may opt to join a student in the Adaptive Dance classroom if they wish to do so.

Please reach out with any questions about these and any other accessibility needs to schooladmin@mmdg.org. There is no deadline by which to reach out. Information about the physical accessibility of our space can be found on the [Visit the Dance Center](#) page.

IX. Supervision

Students will never be left alone in the Dance Center and will never enter a non-public place without a caregiver present. The Mark Morris Dance Center is a zero-tolerance zone for harassment of any kind. Families can access an anonymous feedback form to report violations of this policy to the Education staff by [clicking here](#).



X. Dress Code

DANCE GENRE	TOP	BOTTOM	SHOES
Modern Dance and Creative Dance	Solid-color leotard or solid-color t-shirt	Footless tights, leggings, or long shorts	Barefoot
Ballet	Solid-color leotard or t-shirt	Tights or black leggings; ballet skirt (optional)	Ballet slippers required
Jazz	Solid-color leotard or t-shirt	Tights, leggings, or long shorts	Jazz shoes
Hip-Hop	Solid-color leotard or t-shirt	Athletic pants/leggings or long shorts	Clean sneakers (shoes should only be worn in the studio, not on the street before/after class)
Tap Dance	Solid-color leotard or t-shirt	Tights, leggings, or long shorts	Tap shoes required
West African Dance	Solid-color leotard or t-shirt	Leggings or long shorts; lapa skirt or dabas pants optional	Barefoot
Music and Signing	Comfortable clothing	Comfortable clothing	
We Dance	Comfortable play clothes	Comfortable play clothes	Barefoot

- Students should wear appropriate dance attire. Solid-colored clothing is recommended.
- Long hair must be pulled back in either a bun or ponytail. Short hair must be pulled back away from the face.
- The following items are prohibited:
 - Jeans, crop tops, short shorts, loud/busy prints, pajamas, jewelry
 - Jewelry may not be worn in class. Put jewelry in your dance bag or, preferably, leave it at home to avoid losing it. Keep dance bags and other belongings in a locker in the dressing rooms.
- Visit the [F.A.Q's](#) for more information on where you can find dancewear.