



August 2022

Hello and welcome back, Spectrum Families,

I hope you had a restful and enjoyable summer. I am happy to welcome you back to the building in September. This year is an extraordinary one for many reasons. Not only are we grateful to be working consistently in person, but this year is also an Anniversary year for our organization. It will be a great time here at The School of Spectrum Dance Theater (SSDT).

This packet will discuss and clarify any questions or concerns that may circulate about our COVID-19 policies. It includes our 2022-2023 dates, plans, mission, general policies, and dress code. Please review all sections of this packet thoroughly.

### COVID-19

At SSDT, it is our priority to keep everyone safe amid the COVID-19 pandemic. Furthermore, we strive to abide by governmental guidelines to keep our community's and the general public's health in mind.

- SSDT may add to this list of procedures as the school year progresses. Student families should monitor school communications to ensure they are up to date on all health and safety communications. SSDT must be able to respond flexibly to changing circumstances as they arise. Thus guidelines contained in this packet are subject to change and exceptions without prior notice at the discretion of SSDT. All decisions regarding the application or interpretation of this plan are also at the discretion of SSDT.
- Masks **are optional for students** inside the building regardless of vaccination status. However, masks **remain a requirement for ALL staff, faculty, and accompanists**.
- Over the past two and a half years, Spectrum has implemented several health protocols prioritizing safety, wellness, and well-being for our staff and community. We continue to work with and follow the advice of local government and health officials to ensure that our protocols comply.

- As we open this fall, **we are continuing to institute many of these protocols every day in Spectrum operations**, including but not limited to: **sanitizing/ washing hands before entering the studio and leaving the building, cleaning studios in between classes, and possibly taking temperatures upon entry.** Please refer to our latest communication for a more comprehensive explanation of our COVID-19 policies linked [here](#).

## **Fall Programming Dates & Events**

Our Fall programming begins on Monday, September 12, 2022, with Session One.

### **Anniversary Year**

- This year marks a milestone for our organization. It is the 40th year that Spectrum Dance Theater and SSDT have existed. It is also the 20th year of our Artistic Director, Donald Byrd's time in the role of leadership. There will be many celebrations during the entire school year as we continue to look forward to a great future. Please keep an eye out throughout the year for emailed announcements so that you know the events we have in store for you. Also, please check your junk mail folders for any correspondence.

### **Open House**

- This year, Spectrum will host an **open house event** Saturday, September 3rd, from 12:30 pm - 3:30 pm. This event is open to the community and will be the perfect way to tour the Spectrum Dance Theater studios in person, explore our anniversary exhibit, and try classes for free. We've invited **Ma & Pops** to share their tasty treats. Run by our long-time collaborator and buddy to the organization, Tariq Sahali's popsicles will be a perfect way to cool off while reconnecting with old classmates or exploring Spectrum for the first time. Please come by and say hello. The event gives an excellent opportunity for anyone to ask questions about the upcoming year and try a fun movement class or two.

### **Performance Opportunities**

- We are excited to announce that this year our school (SSDT) and the professional company (SDT) are working together again to take the next step toward the entire production of Donald Byrd's ***The Harlem Nutcracker***. Last year's Phase Three Workshop production challenged the students and gave them more options for growth as performers. This year will be no less.
- Rehearsals will take place on a different day this year. Beginning **October 1, 2022**, we rehearse on **Saturday afternoons/early evenings**, from **4:30 pm- 6:30 pm**. **The time will extend by one hour to 7:30 pm** later that same month.

- **No rehearsal** is held the weekend of Thanksgiving break, **November 24, 2022, through November 27, 2022.**
  - The Academy rehearsals will continue during their weekly and Saturday rehearsals. In addition, please **expect to attend at least one Sunday** rehearsal in December.
  - **Auditions** are scheduled from **12 pm - 3 pm on Sunday, September 18, 2022. Students aged seven years and older are encouraged to audition. Academy students are exempt from this audition.**
  - There is a \$100.00 **performance fee** to cover the cost of bringing on extra teachers and costuming for this production. Before auditioning, please ensure your family can commit to these Saturday afternoon/evening rehearsals. Absences are not allowed since students will be learning new material and the rehearsal time is limited.
  - Performances are planned to take place in Early December. **If you are interested in registering, please email [stephanie@spectrumdance.org](mailto:stephanie@spectrumdance.org).** Although not all who audition are guaranteed a role, we intend to offer every auditioning student the opportunity to perform.
- Spectrum Dance Theater's Company **Studio Series** performances will run live again this year in our upstairs Madrona Theater. The Studio Series is scheduled for two weeks this year; **October 13-16 and October 20- 23. Classes affected will be notified as soon as possible and may continue remotely during that time.**
- Our annual **Academy Showcase, Choreography Showcase, and All School Demonstration** will happen in Spring 2023. If your student plans to participate in performances, they must be enrolled by **session 3**. That start date is **January 3, 2023**. For the continuity of training and student comfort, no new students will be allowed to enroll in classes, nor will current students be permitted to change classes after this date.

- **REACH**

- We are excited to announce that SSDT is collaborating again with The Pacific Northwest Ballet's REACH program! *Any students* between the ages of 10 and 14 years are eligible to apply. It's an excellent program where students work with a local dance artist to make and perform their choreography. The big performance is happening in March 2023 at McCaw Hall. Details to come!

## **Mode of Instruction**

- **In-Person vs. Virtual**

- SSDT **will continue to operate** on an **In-Person** model. **Virtual *options*** are **provided** for those unable to attend **In-Person** at any time. All classes on the **In-Person** schedule will have virtual links assigned *if* we are required to run virtually. This plan ensures that no class should need cancellation and offers students an opportunity to continue remote study if required.
- This year also launches *the pilot program* in our **Virtual Department** for *select open-level adult classes*. For these classes *defined as Virtual*, every student enrolled will remain in their off-site spaces.

- **Distinctions between In-Person and Virtual classes**

- Just as it suggests, the term **In-Person** refers to the typical live class experience in the building; an instructor is physically in the studio with the students. Our goal is to continue seamlessly in this fashion throughout the year. All **Youth and Academy programming** falls within this category.
- The term **Virtual** refers to classes that **will remain ONLINE** for the duration of a session; that is for the student who does not intend to attend classes **in person**. Some **Open-Level Adult classes** fall within this category.

## **Progress Reports and Conferences**

This year we will be reintroducing bi-annual progress reports for each student. Progress reports are a great tool that allows students to make improvements within their school year. Also, it gives the families a glimpse into their student's training. In addition, students and families may request conferences with the instructor and the School Director. Please read about our philosophy on Progression [here](#).

## **New and Returning Faculty Members**

Our beloved Ramona Cachinero is returning to in-person teaching! Ramona is teaching Ballet IV/V, VI/VII, and Intermediate Pointe. I am also pleased to announce that Spectrum Dance Theater company artist Nathanäel Santiago- Oquendo will be joining our Ballet department. Nathanäel is teaching Ballet IV, IV/V, and VI/VII. Another incredible Spectrum Dance Theater company artist, Davione Gordon, is returning as well to teach Introduction to Byrd Contemporary/ Level I.

Our Eva Stone has decided to take a little break this year, but do not despair, Thursday students. We are lucky to have Mark Haim teaching the Introduction to Choreography classes. Erica Badgeley is a new SSDT faculty member. During session one, she will lead our Thursday Advanced Contemporary students in floorwork techniques. Nia-Amina Minor will take over that class from session two through session five. Avery Gardner, a new SSDT Faculty member, will teach Hip Hop on Fridays.

We are proud to say that one of the Senior Academy students, Caitrian Story, will teach one of our Pre-Ballet classes. As a long-time assistant teacher to Miss Heather, she has been trained well by one of the best.

Prasti Purdum will join our SSDT ballet faculty, teaching various ages from adult open-level classes to Ballet I.

We welcome them to our schedule as they each carry significant expertise, energy, and a *palpable sense of care* that all students need.

## **New Classes!**

We have brought back Creative Movement classes on Saturday mornings! I will teach those to little ones between the ages of 3 and 4. **One parent or guardian must attend** the course and **be prepared to participate**. I always say that although our little ones copy the teacher they copy their grown-up **better**. These classes are much fun to share with your little ones who just want to move.

Adult Open Level Ballet classes are scheduled for Thursday evenings with Spectrum Dance Theater company artist Hutch Hagedorf as well as Saturday Open level Contemporary classes with Nia- Amina Minor. Weekday mid-morning classes are offered as well. Please check the morning schedule if you have ever been curious about Adult Jazz, Open Level Byrd, or Ballet.

## Live Accompaniment

The reintroduction of live music is a goal for more classes this year.

## Photography and Photo Release

Please take note that registration also includes a photo release form [here](#) that authorizes and allows SSDT to take photographs of students while in classes and or performances for the sole purpose of promoting Spectrum Dance Theater and SSDT.

Please take a moment to complete and return the release via email before your student's first class. Please send it to [staff@spectrumdance.org](mailto:staff@spectrumdance.org). To View the 2022 Schedule, click [here](#).

## State of Space/ Flow of Entry/ Capacity

Though the studio capacity has increased and we continue to function in a controlled environment, we are relaxing a few of our prior COVID-19 restrictions.

- The policy for arrival times (no more than five minutes before class starts) is still in effect. Students are still requested to arrive dance ready to minimize extra time spent in the building.
  
- As far as the management of capacity, we plan our classes as follows. There will be no more than twenty students per class in the Upper-Level studio and no more than fifteen students in the Lower Level studio. **As it stands**, we will be running on an **In-Person platform for the entire school year**. Therefore, students are expected in class as per the norm.
  
- **Studio Procedures for Guests**
  - A limited number of visitors will be allowed indoors briefly during weekly afternoon programming and POSSIBLY on Saturdays. We kindly ask that **no more than three parents or guardians** visit **at any given time** with a time **limit of 20 minutes**. Our front desk staff will kindly remind you when it is time to leave the building. The time limit will help curb the number of bodies in the communal space while we continue to work through the pandemic.

If King County or the State of Washington tighten and issue a Stay At Home order, the class schedule will remain consistent, and all classes will be offered via Zoom during their regular class time. We will proceed as usual with attendance and billing. Once orders are lifted, we will resume In-Person classes as soon as possible.

**All students participating in programming will be required to fill out and submit this Contact Sheet and General Liability Waiver [here](#) and a COVID-19 Liability Waiver [here](#) with their registration materials. Waivers are due BEFORE the first day of your student's/s' class. Please submit them to [staff@spectrumdance.org](mailto:staff@spectrumdance.org).**

### **Daily Flow of Entry**

As of September 12, 2022, SSDT will operate according to the following procedures, which will remain in effect until further notice from the School Director:

- **All students have the option to wear masks** for the duration of their time in the building. SSDT **will reassess this requirement** later in the year as we continue to monitor the state of the virus' metrics in our community.
- Before classes start, a COVID-19 monitor/instructor will wipe down all commonly touched surfaces.
- Parents walk their children to the glass doors, students enter, and parents remain outdoors unless one of the few permitted in for the day.
- Students are greeted by a COVID-19 monitor who **may** take their temperature.
- **If students feel ill, they must exit class** and have the front desk call their parents to collect them immediately (if possible). The student will be kept in a separate room while awaiting their parent's/ guardian's arrival.
- Students will continue being offered hand sanitizer and a disposable mask **if they request one**. They will be directed to place their belongings in a cubby, wash their hands, and find their designated spot in the studio for their class.
- If the studio has not been cleaned yet, students may wait in designated places in the hallway marked 6 feet apart until entering the studio.
- Along the room's perimeter are taped "zones" where students may place their water bottles and take "mask breaks" when needed.
- Students may leave the studio at any time (only one at a time) to take a mask break, including standing outside for fresh air if needed (entrance and exit procedures followed, please sanitize again upon entrance).
- Instructors will be responsible for strict cleaning procedures between classes before a new group of students enters the studio.
- The class duration may be slightly shorter to accommodate the necessary time to thoroughly clean for the following class.
- Please **do not arrive more than 5 minutes before** your student's/s' class starts to eliminate as much contact between students as possible. You may not enter the building **if you arrive more than 5 minutes late** for class. Timeliness to class will **help prevent excessive congregation** of students in the common area.
- After class, students retrieve their belongings and **exit the building immediately** (within 5 minutes of class ending) through the south side door.

- Students **may not leave the building wearing ONLY** their dancewear. They must dress appropriately to exit. A simple pair of pants or a skirt at the minimum will suffice.
- Parents may line up and wait for students outside the south side door; the red door closest to the parking lot.
- As the days grow short and the classes shift more into the evening, we request that **students DO NOT leave until we can identify** who is picking them up at the south side door.
- **SSDT does not provide supervision of students outside of the classroom, so parents/ guardians must be on time.** In addition, the timeliness of exits keeps students from crossing paths.

It is important to note that these protocols are tentative and are subject to change based on state and local guidance and the pandemic itself. Should any student, company member, or staff member test positive for COVID-19 after the studio reopens, we may or may not close the building for cleaning. We will make every effort to keep everyone as safe as possible. In addition, if cases of COVID-19 spike again in our state or our local area, we will consider whether to remain open or closed.

### **Cleaning and Disinfecting Protocol**

All students should do their part to help keep the studio as clean as possible by cleaning and sanitizing their areas. SSDT will provide proper cleaning and sanitizing supplies. Before leaving their area, students should sanitize it so that it is ready for the next class/day. Our high-quality studio air purifiers are still in use for maximum air purification. The door near the gender-neutral bathrooms will remain open for additional air ventilation.

This year will be rich with possibilities and new beginnings. There are many chances for growth peeking around the corner for your students and I am eager to witness their metamorphosis. I want this year to foster a spirit of support, care, community, strength, and encouragement. I am optimistic we can do it.

My door is always open. If you need to speak with me, beginning September 12th, I will have office hours every Tuesday and Wednesday, from 4 pm- 6 pm. In the meantime, you may find me at [stephanie@spectrumdance.org](mailto:stephanie@spectrumdance.org).

Sincerely,

A handwritten signature in black ink, appearing to read 'Stephanie Guiland', written in a cursive style.

Stephanie Guiland, *School Director, The School of Spectrum Dance Theater/ SSDT*

**Contact information**

**Front desk: (206) 325-4161**

For **payments and registration questions**, please contact the front desk staff at [staff@spectrumdance.org](mailto:staff@spectrumdance.org)

For **placement questions**, please contact Stephanie Guiland at [stephanie@spectrumdance.org](mailto:stephanie@spectrumdance.org)

For **Academy questions**, please contact Mary Sigward at [mary@spectrumdance.org](mailto:mary@spectrumdance.org)



SPECTRUM DANCE THEATER  
DONALD BYRD

## The School of Spectrum Dance Theater 2022-2023 Calendar

### SESSION 1: September 12, 2022-October 29, 2022

- WEEK 1: September 12th-17th
- **Harlem Nutcracker Auditions (Sunday, September 18th from 12 pm- 3 pm)**
- WEEK 2: September 18th-24th
- WEEK 3: September 25th-October 1st
- WEEK 4: October 2nd-8th
- WEEK 5: October 9th-15th
- WEEK 6: October 16th-22nd
- WEEK 7: October 23rd-29th

### SESSION 2: October 30, 2022-December 17, 2022

- WEEK 1: October 30th-November 5th
- WEEK 2: November 6th-12th
- **CLOSED: November 11<sup>th</sup> (VETERANS DAY)**
- WEEK 3: November 13th-19th
- WEEK 4: November 20th-26th
- **CLOSED: November 24th- 27th (THANKSGIVING)**
- WEEK 5: November 27th-December 3rd
- **GROWN UPS' WATCH WEEK\*\*\* (November 27th- December 3rd)**
- WEEK 6: December 4th-10th
- WEEK 7: December 11th-17th
- **CLOSED: December 18th-January 2nd (WINTER BREAK)**

### SESSION 3: JANUARY 3, 2023-FEBRUARY 18, 2023

- WEEK 1: January 3rd-7th
- WEEK 2: January 8th-14th
- WEEK 3: January 15th-21st
- **CLOSED: January 16th (MLK JR. DAY)**
- WEEK 4: January 22nd-28th
- WEEK 5: January 29th-February 4th
- WEEK 6: February 5th-11th
- WEEK 7: February 12th-18th

### SESSION 4: February 19, 2023-April 8, 2023

- WEEK 1: February 19th-25th
- WEEK 2: February 26th-March 4th
- WEEK 3: March 5th-11th
- WEEK 4: March 12th-18th
- **GROWN UPS' WATCH WEEK\*\*\* (March 12th-18th)**
- WEEK 5: March 19th-25th
- WEEK 6: March 26th-April 1st
- WEEK 7: April 2nd-8th
- **CLOSED: April 9th-15th (SPRING BREAK)**

### SESSION 5: April 16, 2023-June 3, 2023

- WEEK 1: April 16th-22nd
- WEEK 2: April 23rd-29th
- WEEK 3: April 30th- May 6th
- WEEK 4: May 7th-13th
- WEEK 5: May 14th-20st
- WEEK 6: May 21st-27th
- WEEK 7: May 28th-June 3rd
- **CLOSED: May 29th (MEMORIAL DAY)**

**\*\*\* While we will try to accommodate everyone, Reservations for in-person viewing are required. All others view remotely.**

## **IMPORTANT DATES:**

- **Harlem Nutcracker Auditions** *September 18th*
- **CLOSED Veterans Day** *November 11th*
- **CLOSED Thanksgiving** *November 24th – 26th*
- **CLOSED Winter Break** *December 18th – January 2nd*
- **CLOSED MLK Jr. Day** *January 16th*
- **OPEN President's Day & the week of Mid-Winter Break** *February 19th- 25th*
- **CLOSED Spring Break** *April 9th- 15th*
- **CLOSED Memorial Day** *May 29th*
- **Harlem Nutcracker** *December (dates to be decided)*
- **All School Demonstration (ASD)** *June 9th and 10th (tentatively)*
- **Choreography Showcase** *June 4th (tentatively)*
- **Academy Showcase** *May 20th and 21st (tentatively)*
- **ASD Dress Rehearsals at Spectrum Dance Theater Studios**
  - *June 7th and 8th (tentatively)*

## **NOTES:**

In inclement weather, The School of Spectrum Dance Theater follows the Seattle Public Schools weather policy. Please check our website at [www.spectrumdance.org](http://www.spectrumdance.org), Facebook page at **The School of Spectrum Dance**, or Instagram account at **@sdtseattle**.

We will also attempt to update our voicemail, so please call the school at (206) 325- 4161.

**We do not observe the Seattle Public Schools Mid-Winter Break and we will be open.**



SPECTRUM DANCE THEATER  
DONALD BYRD

## Who We Are

**The mission of The School of Spectrum Dance Theater (SSDT) is to provide expert dance instruction in diverse dance forms to all.** SSDT is a reflection of the artistic standards set forth by Donald Byrd, exemplified by the motto “Dance for All.” While we recognize that there are certain physical attributes that are necessary to rise to the highest levels of being a professional dancer, at the center of The School’s values is a belief that Dance is for All. We believe that an “ideal body” for dance is one that moves well and not one that necessarily **conforms** to a visual representation of an “ideal.”

Spectrum Dance Theater was founded in 1982 to bring dance of the highest merit to a diverse audience composed of people from different social, cultural, ethnic, and economic backgrounds. The School’s primary focus is to make the art form of dance accessible to all with the desire and dedication, from the dance enthusiast to the professional dancer, **without regard to body type or perceived ability.** The School offers a diverse curriculum of the highest caliber to support the dance training of over 500 dedicated students. In addition, the professional faculty of outstanding teachers support and empower each student in achieving their very best at each level of study.

### Vision:

- To move the arts, ***in particular dance***, from the marginal and ancillary to a central position among community activities.
- To make dance and the arts ***integral partners in civic dialogue***, promoting healthy communities.
- To have dance and the arts be considered ***part of the solution*** to the myriad new and ongoing challenges facing our communities.

### Core Values:

- We believe that a contemporary aesthetic enables dance to ***convey socially relevant themes***.
- We ***believe in and support*** creativity, the creative process, and innovation.
- We believe that exposure, education, and training in the performing arts can be a ***transforming*** experience for individuals and communities.
- We believe that promoting art literacy improves ***arts accessibility***.
- We believe in programming, education, and training that ***bridges cultures***.



SPECTRUM DANCE THEATER  
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**Why do we do what we do?  
Words to Ponder**

**dance** - *verb* \ 'dan(t)s, 'dän(t)s \ **education** - *noun* ed·u·ca·tion \ ,e-jə-'kā-shən \

“...Teachers are role models and guides for the communities they lead, and they represent whatever tradition they espouse to the world... They should instill trust by the care and concern they show for others.” –Mingyur Rinpoche

“The greatness of a man is not in how much wealth he acquires, but in his integrity and his ability to affect those around him positively.” –Bob Marley

Remember that “Educate” means to draw out not to impose within...



10 Lessons The Arts Teach Us from The National Arts Education Association:

**1** THE ARTS TEACH CHILDREN TO MAKE **GOOD JUDGMENTS** ABOUT QUALITATIVE RELATIONSHIPS. UNLIKE MUCH OF THE CURRICULUM IN WHICH CORRECT ANSWERS AND RULES PREVAIL, IN THE ARTS, IT IS JUDGMENT RATHER THAN RULES THAT PREVAILS.

**2** THE ARTS TEACH CHILDREN THAT PROBLEMS CAN HAVE **MORE THAN ONE** SOLUTION AND THAT QUESTIONS CAN HAVE MORE THAN ONE ANSWER.

**3** THE ARTS CELEBRATE MULTIPLE **PERSPECTIVES**. ONE OF THEIR LARGE LESSONS IS THAT THERE ARE MANY WAYS TO **SEE** AND **INTERPRET** THE WORLD.

**4** THE ARTS TEACH CHILDREN THAT IN COMPLEX FORMS OF PROBLEM SOLVING, PURPOSES ARE SELDOM FIXED BUT CHANGE WITH CIRCUMSTANCE AND OPPORTUNITY. LEARNING IN THE ARTS REQUIRES THE **ABILITY** AND A **WILLINGNESS** TO SURRENDER TO THE UNANTICIPATED POSSIBILITIES OF THE WORK AS IT UNFOLDS.

**5** THE ARTS MAKE **VIVID** THE FACT THAT NEITHER WORDS IN THEIR LITERAL FORM NOR NUMBERS EXHAUST WHAT WE CAN **KNOW**. THE LIMITS OF OUR LANGUAGE DO NOT DEFINE THE LIMITS OF OUR **COGNITION**.

**6** THE ARTS TEACH STUDENTS THAT **SMALL DIFFERENCES** CAN HAVE **LARGE EFFECTS**. THE ARTS TRAFFIC IN SUBTLETIES.

**7** THE ARTS TEACH STUDENTS TO THINK THROUGH AND WITHIN A MATERIAL. ALL ART FORMS EMPLOY SOME MEANS THROUGH WHICH **IMAGES** BECOME **REAL**.

**8** THE ARTS HELP **CHILDREN LEARN** TO SAY WHAT CANNOT BE SAID. WHEN CHILDREN ARE INVITED TO DISCLOSE WHAT A WORK OF ART HELPS THEM **FEEL**, THEY MUST REACH INTO THEIR **POETIC CAPACITIES** TO FIND THE WORDS THAT WILL DO THE JOB.

**9** THE **ARTS ENABLE** US TO HAVE **EXPERIENCE** WE CAN HAVE FROM NO OTHER SOURCE AND THROUGH SUCH EXPERIENCE TO **DISCOVER** THE RANGE AND VARIETY OF WHAT WE ARE CAPABLE OF **FEELING**.

**10** THE ARTS' POSITION IN THE SCHOOL CURRICULUM SYMBOLIZES TO THE YOUNG WHAT ADULTS **BELIEVE IS IMPORTANT**.



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## SSDT Policies

### Enrollment and Payment

Students will be enrolled in the class when all registration, payment, and waivers have been completed. **Late payments will incur a late fee of \$20.** Please take advantage of our Auto Pay system to assist you in avoiding late fees. In addition, our front desk staff will be more than happy to help you enroll. Please contact [staff@spectrumdance.org](mailto:staff@spectrumdance.org) to make inquiries.

- **Payment is due upon enrollment.** Payment must be received **WITHIN the session that classes are taken.** You are encouraged to **please let us know** if there are any obstacles to making payments **as soon as you foresee an issue.** We will do our best to work with you and come up with a solution.
  - **Payments and Late Charges:**
    - **After the first week** of classes are complete, you will be sent a **reminder to pay.**
    - **After the second week** of classes are complete, you will be sent a **reminder to pay** along with **notice of a late fee amount due.**
    - **After the third week** of classes are complete, if payment has still not been completed, you'll be sent a notice of **a due late payment fee in addition to the amount that's owed** with a **warning of a potential drop** from a class.
    - **After the fourth week** of classes are complete, if payment has still not been completed **the full amount owed (session charge plus the late fee) is due along with a drop from a class.**

- **Tuition is non-refundable** unless there is a medical note from a licensed practitioner. If a student experiences an injury and must withdraw from classes, a credit will be applied for future use toward the next session, summer programming, or following school year, whichever comes first.
- SSDT reserves the right to cancel classes due to low enrollment. **If SSDT cancels a class, a credit will be issued to your Studio Director account.**

**Production Fees** are required to be paid at specific points in the year based on upcoming school-related performances. These fees help defray costs toward costume purchase, guest choreographer compensation, and other related production costs. You will be notified when the time arrives.

### **Drop Off and Pick Up Procedures**

- Parents or guardians should accompany students to the glass doors of the building and should be picked up from the south door of the building. This is the door nearest the parking lot. **SSDT cannot be responsible for students who are dropped off outside or who venture out alone to be picked up.**
- Please **do not arrive more than 5 minutes** before your child's class starts to eliminate as much contact between students as possible. If you arrive more than 5 minutes late for class you may not enter the building. **Timeliness to class will help prevent excessive congregation of students in the common area.**

### **Attendance**

When a student misses class(es), it impacts the student as well as the class as a whole. Poor attendance may affect the student advancing to the next level, participating in the All School Demonstration, and continuing to attend that particular class. The following guidelines will be implemented for unexcused absences:

- If a student has **two absences** within a seven-week session, the family must contact the front desk and the Director to update their status and participation in the class. **SSDT will make every effort to work with families to ensure student(s) can come back to class.** After the third absence within a seven-week session **without communication** from a guardian, student(s) will be **automatically removed** from the class. There will be no refund or class credit without a medical note from a licensed practitioner.

- If an absence must occur, **please contact the front desk at [staff@spectrumdance.org](mailto:staff@spectrumdance.org) as soon as possible** to notify the student's instructor. The instructor can then make notes and share an updated zoom link with the absent student.

## **Communication Policies**

**Email** is the **PRIMARY method of communication** for all SSDT-related activities and topics. **Please add our email address to your contacts** to avoid missed correspondence.

## **General Information**

Every member of SSDT is expected to respect all students. SSDT reserves the right to suspend, dismiss or refuse services to any student whose attitude or behavior conflicts with the standard of The School, or whose actions are deemed detrimental to other students or The School as a whole.

- The following is **not permitted** at SSDT:
  - Physical intimidation, the threat of injury, or harassment of any kind.
  - Theft or destruction of school/studio property.
  - Verbal abuse; lewd or vulgar conduct or use of profanity.
  - Sexual harassment, coercion, or any behavior or interaction that is perceived by faculty, staff, students, or parents as sexually inappropriate or unwelcome in any way.
  - Students are reminded that any of the above behavior, if perpetrated by a student over the age of 18 years toward a student under the legal age, could lead to expulsion and possible criminal/legal prosecution.
  - Possession of illegal drugs and/or alcohol: use, sale, or distribution of illegal substances will be subject to legal action. Any student under the influence of drugs or alcohol will be subject to expulsion.
  - Weapons or firearms of any kind.
  - Any use of the Internet or cell phones deemed improper by Spectrum Dance Theater faculty, parents, or staff.

- Violation of any of the list mentioned above may result in but is not limited to:
  - Dismissal from SSDT
  - Suspension from classes
  - Fines
  - Probation
  - Being banned from the premises
  - Counseling services referral(s)
- Photography and videotaping by parents are not allowed without prior permission from SSDT and the instructor.
- Only SSDT faculty and staff may operate sound systems, air conditioning, heaters, fans, and other studio equipment.
- Roughhousing, climbing on barres, throwing objects, and running in the halls are not allowed in the studio.
- SSDT is not responsible for lost or stolen items.
- Please **label all items and belongings**, and please refrain from bringing valuables.
- Due to sanitary reasons surrounding hygiene and the ongoing pandemic, we do not have a **lost and found**. Please be mindful of what your student brings and that they take all personal belongings home. We **CAN NOT hold** onto these items. Unfortunately, **they will be discarded**.
- **Water bottles** are mandatory as **we DO NOT provide cups. Regular breaks will be safely taken to hydrate**. Water bottles may be filled using our water cooler. **Please label** your water bottles.
- Locker rooms **will remain** accessible **only** for the use of the bathrooms **until further notice. So, please continue to arrive at the studios, Dance Ready.**
- **Bags are not allowed in** the studios. Please use the **cubbies that are located at the south door of the LL studio, before** you begin class.
- **Cubbies are to be wiped down after use with the provided wipes and gloved hands. Gloves remain available at the water cooler.**

- No gum, food, or drinks (glass or ceramic) are allowed in the studios. Water is the only beverage allowed inside the studios. Please remember to bring your water bottle with you when you leave.
- SSDT reserves the right to refuse service to anyone.
- Class schedules are subject to change.
- SSDT reserves the right to engage a substitute teacher when the regular teacher cannot attend class. The administration will do their best to notify families in advance if a substitute teacher will be present.

### **Inclement weather procedures**

SSDT follows Seattle Public Schools' inclement weather procedures. If Seattle Public Schools are closed, SSDT will be closed for all classes. If Seattle Public Schools have a 2-hour delay, SSDT will open at 11:00 am, and classes before 11:00 am will be canceled.

There are no make-up classes or refunds for weather-related closures. We will post our changes in operating hours by 7:00 am in the following locations:

1. Spectrum website: **[www.spectrumdance.org](http://www.spectrumdance.org)**
2. Facebook page: **The School of Spectrum Dance**
3. Facebook page: **Spectrum Dance Theater**
4. Instagram account: **@Sdtseattle**
5. Should the weather change during the day and we need to close *that day* for safety reasons, we will notify families **by email and post it on our website**. In a prolonged weather system, SSDT prioritizes health and safety. We will reopen when roads and conditions are safe. Please follow the website and Social Media pages for updates.



## SSDT Dress Code

The following applies to all SSDT's Children and Youth Division classes' dress codes. Class instructors or The School Director must approve any exceptions to this dress code on a class-by-class basis. **No jewelry** may be worn to class. This includes large earrings, watches, bracelets, and necklaces. Please **leave all valuables** at home.

- **Ballet**

- **Female-identifying** students should wear **pink or skin tone** tights *for our students of color*. Convertible or footed versions are acceptable underneath their uniform-colored leotard with **pink/flesh-tone** ballet slippers **to match** their tights. **Hair must be pulled back neatly off the face**, the neck, and in a bun. Skirts may be worn for **upper-level pointe** classes **with the permission of the instructor**. **Female-identifying** students should wear their level's corresponding uniform colored leotard listed below. Tanks, camisoles, cap sleeves, and long-sleeved leotards are allowed.
- **Male-identifying** students should wear black fitted ankle-length leggings or black footless tights, a **white short sleeve for Pre-Ballet IV**, a **white or black short sleeve for Ballet V- VII**, or a tank top tucked into tights or leggings. In addition, white or black ankle socks, black ballet slippers, and a dance belt are required.
- **Gender-fluid** students may select the uniform that best suits their gender expression. Please **do not wear shorts without permission** from the instructor.

- **Creative Movement**

- Comfortable clothing that allows the dancer to move is best. *Bare feet or ballet slippers* are needed. Hair **should be pulled back neatly** off of the face.

- **Contemporary/ Modern/ Donald Byrd Contemporary (all levels), Introduction to Choreography, and Jazz (all levels)**
  - All students should wear clothing that permits easy movement. A form-fitted T-shirt, jazz pants, leggings, or dance shorts that meet **MID THIGH** may be worn. Students may wear any color leotard and black tights. **Black jazz shoes** are necessary for Jazz, and **bare feet** are necessary for Contemporary/Modern/Byrd/Choreography. **Hair must be pulled back neatly** off the face and neck.
  
- **Conditioning/ Pilates**
  - Clean-soled sneakers are necessary for fitness class. Socks are recommended for floor barre class. Yoga mats are required for Pilates class.
  
- **Floorwork**
  - The following items are **HIGHLY RECOMMENDED**. Please wear layers of clothing, long sleeves, cotton blend socks, and if owned, knee pads.
  
- **Global Dance**
  - Students may be asked to wear something from their wardrobe to help enhance their dance experience. Examples could be a long character skirt, fabric to wrap on their hips, a hard-soled, or a character shoe.
  
- **Hip- Hop**
  - All dancers should wear loosely fitted clothing (NO SKIRTS) with **clean-soled sneakers**. If the student does not have an **alternate pair of sneakers**, they are free to **use their jazz shoes or other clean-soled shoes with traction**.
  
- **Tap**
  - Comfortable clothing that allows the dancer to move is best. Pants are preferred, and **black tap shoes are necessary**. **Hair must be pulled back neatly** off the face.



SPECTRUM DANCE THEATER  
DONALD BYRD

## Leotard colors per level are as follows:

**Pre-Ballet:** Light Pink

**Ballet I:** Light Blue

**Ballet II:** Light Yellow

**Ballet III:** Purple

**Ballet IV:** Teal

**Ballet V:** Burgundy

**Ballet VI:** Navy

**Ballet VII:** Black

## Ballet Dress Code suggested leotard styles:

Online Source: Discount Dance Supply- [discountdance.com](http://discountdance.com)

### Pre-Ballet - Light Pink

Discount Dance Supply: **Bloch**, child CL5407, cotton, camisole, \$15.29, **Bloch**, child CL5402, cotton, short sleeve, \$15.29

### Ballet I - Light Blue

Discount Dance Supply: **Theatricals** Girls Tank Dance Leotard, child N5501C, \$14.95 cotton, tank with princess seams,

### Ballet II - Light Yellow

Discount Dance Supply: **Theatricals** Girls Tank Dance Leotard, child N5501C, \$14.95 color 'Buttercup,' cotton, tank with princess seams

### Ballet levels III-VII: Purple, Teal, Burgundy, Navy, or Black

Discount Dance Supply: **Bloch**, adult, L5607, nylon, tank, \$17.32

Discount Dance Supply: **Capezio**, adult Adjustable Strap Leotard Style No: TB1420, \$21.96

## Tights:

Discount Dance Supply: Style 24043, **Theatricals, Adult** Convertible Tights with Smooth Self-Knit Waistband, Style No. T5515, \$6.63

Discount Dance Supply: **Style No: T5515C, Theatricals, Girls** Convertible Tights with Smooth Self-Knit Waistband, \$5.35