

**REGISTRATION FORM**  
**Early Bird Fall 2023 | TERM 1**  
**STUDENT DIVISION**

200 Crichton Street  
 Ottawa, Ontario K1M 1W2  
 PH 613-238-7838 • FX 613-238-7839  
 Email: [registrar@theschoolofdance.ca](mailto:registrar@theschoolofdance.ca)  
 Website: [www.theschoolofdance.ca](http://www.theschoolofdance.ca)

**2023-24 Season: Monday, September 18, 2023 to Sunday, June 2, 2024**

**ALL programmes of The School of Dance are designed for a full year of learning (34 weeks)  
 with the four terms established for ease of payment. REGISTRATION IS LIMITED AND ON A FIRST COME FIRST SERVED BASIS.**

Open House and Performance activities will take place in mid-December 2023 and early June 2024.

**TERM 1 of 4 Terms: Monday, September 18, 2023 to Sunday, November 12, 2023**

No Classes: Monday, October 9 (Thanksgiving)

**The attached registration form must be signed and returned to The School before the first class.**

Scans/faxes/photographed signatures will be accepted.

Only students may enter the building. The School will contact you to confirm class choice(s) and to confirm registration.

Classes at The School of Dance		Day	Start Time	End Time	Teacher	Term 1
<input type="checkbox"/>	Twirling Tots (with a parent/caregiver; ages 2-3 by December 31, 2023)	Thursday	9:30am	10:15am	Waller	\$270.00
<input type="checkbox"/>	Creative Movement/FSC (age 4/5 by December 31, 2023)	Saturday	11:30am	12:15pm	Caron	<b>FULL</b>
<input type="checkbox"/>	Creative Movement/FSC (age 4/5 by December 31, 2023)	Friday	4:45pm	5:30pm	Waller	<b>FULL</b>
<input type="checkbox"/>	Creative Movement/FSC (age 4/5 by December 31, 2023)	Saturday	1:00pm	1:45pm	Treleaven	\$270.00
<input type="checkbox"/>	Pre-Junior Ballet (age 6 by December 31, 2023)	Monday	4:45pm	5:45pm	Brooks	\$280.00
<input type="checkbox"/>	Pre-Junior Ballet (age 6 by December 31, 2023)	Saturday	10:30am	11:30am	Waller	\$280.00
<input type="checkbox"/>	Junior Ballet 1 (age 7 by December 31, 2023)	Monday	5:45pm	6:45pm	Brooks	\$280.00
<input type="checkbox"/>	Junior Ballet 1 (age 7 by December 31, 2023)	Friday	5:30pm	6:30pm	Waller	\$280.00
<input type="checkbox"/>	Junior Ballet 2 (age 8 by December 31, 2023)	Friday	6:30pm	7:30pm	Waller	\$280.00
<input type="checkbox"/>	Junior Ballet 2 (age 8 by December 31, 2023)	Saturday	2:45pm	3:45pm	Waller	\$280.00
<input type="checkbox"/>	Junior Ballet 3	Saturday	1:30pm	2:45pm	Waller	\$305.00
<input type="checkbox"/>	Cecchetti Standard 2 Ballet	Wednesday	6:00pm	7:30pm	Waller	\$350.00
<input type="checkbox"/>	Cecchetti Standard 3 Ballet	Thursday	4:30pm	6:00pm	Waller	\$350.00
<input type="checkbox"/>	Cecchetti Standard 4/5 Ballet	Saturday	3:00pm	4:30pm	Makimura	\$350.00
<input type="checkbox"/>	Teens Exploring Dance (TED) Ballet (ages 12-15, no previous experience required)	Wednesday	7:30pm	8:45pm	Waller	\$310.00
<input type="checkbox"/>	Boys Only (ages 7-10)	Saturday	10:45am	11:30am	Caron	<b>FULL</b>
<input type="checkbox"/>	Junior Jazz 1 (ages 7-8, less than 6 months experience)	Saturday	2:00pm	3:00pm	Treleaven	\$280.00
<input type="checkbox"/>	Junior Jazz 2 (ages 9-10, min. 1 year jazz experience)	Monday	5:00pm	6:00pm	Treleaven	<b>FULL</b>
<input type="checkbox"/>	Junior Jazz 3 (ages 11-12, min. 2 years jazz experience)	Monday	6:00pm	7:00pm	Treleaven	\$280.00
<input type="checkbox"/>	Elementary Jazz (age 12+, min. 3 years jazz experience)	Monday	7:00pm	8:15pm	Treleaven	\$280.00
<input type="checkbox"/>	Contemporary Dance Shape Shifting 1 (ages 9-11)	Saturday	10:30am	11:30am	Treleaven	\$280.00
<input type="checkbox"/>	Contemporary Dance Shape Shifting 2 (ages 12-13)	Saturday	12:00pm	12:45pm	Treleaven	\$270.00

**What to Wear for Classes**

Students should arrive in their dance attire, hair done, shoes in hand; minimal extra items please. No jewellery in classes.

- Twirling Tots/Pas de bourrées et petits pieds – comfortable clothing that is easy to move in.
- Creative Movement/First Steps Creative - Option A: plain black leotard, pink footed ballet tights, pink ballet slippers (no gymnastics shoes). Option B: white t-shirt, navy or black form fitting shorts, pink or black ballet slippers (no gymnastics shoes). Hair in a bun.
- Ballet (Girls) – plain black leotard, pink tights, pink ballet slippers. Hair in a bun.
- Ballet (Boys)/Boys Only – black stretch shorts, white t-shirt, black socks, black ballet slippers. Black footed tights also acceptable.
- Jazz (Girls) – plain black leotard, black footless tights, beige slip-on jazz shoes. Hair secured well in a ponytail.
- Jazz (Boys) – black stretch shorts, black t-shirt, black slip-on jazz shoes.
- Contemporary Dance Shape Shifting – Option A: plain leotard, footless tights. Option B: plain t-shirt, plain leggings or stretch shorts. Hair secured well in a ponytail.

**Please read, complete form, sign waiver/conditions and submit to [registrar@theschoolofdance.ca](mailto:registrar@theschoolofdance.ca).**

STUDENT LAST NAME: \_\_\_\_\_ STUDENT FIRST NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ PC: \_\_\_\_\_

DATE OF BIRTH (MM/DD/YYYY): \_\_\_\_\_ TEL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ TEL: \_\_\_\_\_

MEDICAL INFORMATION TO BE KEPT ON FILE: \_\_\_\_\_

**Signature Required Below for Entry to In-Person Classes  
Registration and Release of Liability and Assumption of Risk Waiver  
\*\*Please review before signing\*\***

I hereby acknowledge that I or my student wishes to attend classes at The School of Dance, 200 Crichton Street, Ottawa, ON, K1M 1W2 (The School).

I acknowledge and accept that there is a risk that I or my student could be exposed to COVID-19 while attending The School.

In consideration of The School agreeing to accept me or my student in classes, I agree to release The School, their officers, directors, employees, agents and volunteers (the "Releasees") from any and all causes of action, claims, demands, requests, damages or any recourse whatsoever in respect of any personal injuries or other damages which may occur or arise as a result of attendance at and/or class participation at The School.

I do hereby acknowledge and agree that notwithstanding the generality of the foregoing, I declare that I will not commence litigation or otherwise seek to recover damages or other compensation against the Releasees based on any action, claim, demand, request, loss or any recourse whatsoever arising and further acknowledge that the Releasees can rely on this Release of Liability and Assumption of Risk Waiver as a complete defence to any and all claims, damages, causes of action, or recourse or liability that may arise at any time. I have carefully reviewed this Release of Liability and Assumption of Risk Waiver and acknowledge that I fully understand the terms as set out above. I acknowledge that I am signing this Release of Liability and Assumption of Risk Waiver voluntarily.

PRINT Signatory Name: \_\_\_\_\_ Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Signature Required Below Accepting Conditions of Enrolment**

**Conditions of Enrolment**

- Release of Liability and Assumption of Risk Waiver must be signed and dated in order to be eligible to take part in in-person classes.
- Teachers and schedules are subject to change due to unforeseen circumstances.
- **There are no refunds except in the case of cancellation due to insufficient registration.**
- **REGISTRATION IS LIMITED AND ON A FIRST COME FIRST SERVED BASIS.**
- There is a \$20 registration fee payable on the initial registration in each school year.
- The School of Dance will contact the registrant to confirm registration, residence and communication details.
- Fees for the course selected are due in full at the time of registration.
- The School accepts payments by VISA, Mastercard, AMEX, cheques, money-orders, and e-transfers.
- Monies returned from the bank for any reason are subject to a \$50 administration charge.
- The use of digital recording devices inside of The School, including cell phones with cameras and video capability, is strictly prohibited at all times.
- The School reserves the right to ask disruptive individuals to leave the premises and/or not to serve a customer.
- The School of Dance is not responsible for students before and after class nor responsible for lost items.
- I consent to the use of archival photographs and/or video footage of me/my student as part of the image bank and marketing of The School of Dance.

PRINT Signatory Name: \_\_\_\_\_ Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

The School of Dance is committed to protecting personal information by following responsible information handling practices, in keeping with privacy laws. We collect and use personal data in order to better meet your service needs, to ensure the safety of our participants, for statistical purposes, to inform you about The School of Dance programme or service in which you are registered, to complete payment transactions and to satisfy government and regulatory obligations. You may also hear from us periodically about other The School of Dance programmes, services and opportunities that may interest and benefit you. We do not rent, sell or trade our mailing lists. If you wish to be removed from our email or mailing list, please contact The School's Administration at any time.

## The School of Dance General Information

2023-24 Season: Monday, September 18, 2023 to Sunday, June 2, 2024

**ALL programmes of The School of Dance are designed for a full year of learning (34 weeks) with the four terms established for ease of payment.**

**Open House and Performance activities will take place in December 2023 and late May/early June 2024.**

**REGISTRATION IS LIMITED AND ON A FIRST COME FIRST SERVED BASIS.**

**Term 1:** Monday, September 18, 2023 to Sunday, November 12, 2023

**Term 2:** Monday, November 13, 2023 to Sunday, December 17, 2023 **resumes** Monday, January 8, 2024 to Sunday, February 4, 2024

**Term 3:** Monday, February 5, 2024 to Sunday, March 10, 2024 **resumes** Monday, March 18 to Sunday, April 7, 2024

**Term 4:** Monday, April 8, 2024 to Sunday, June 2, 2024

**No Classes:** October 9 (Thanksgiving), December 18 – January 7 (Holiday Break), February 19 (Family Day), March 11 – 15 (March Break), March 29 – April 1 (Easter), May 18 – 20 (Victoria Day Weekend)

**Students are welcome to pre-register for the FULL YEAR in advance by contacting Fern Villeneuve, Director of Client Services, at [fern@theschoolofdance.ca](mailto:fern@theschoolofdance.ca) for details.**

### What to Wear for Class

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- Contemporary Dance Shape Shifting – Option A: plain leotard, footless tights. Option B: plain t-shirt, plain leggings or stretch shorts. Hair secured well in a ponytail.

### The School of Dance Attendance Procedures and Protocols

All registration and general communications with The School will be done by email or phone.

Every in-person student must submit a signed waiver provided by The School of Dance prior to entering The School for their first class.

Students who are unwell should stay home. We request a parental phone message/email to explain the absence for the record.

Prior to arriving at The School of Dance, we ask that all students fully prepare to dance. This entails having hair done, dance attire on underneath their street clothes, feet prepared for pointe work (if applicable), and dance shoes easily accessible in one bag to limit extra clothing items being brought into the dance space. This will make for an efficient transition of people entering and exiting the space.

The wearing of masks to enter the building and during classes is optional.

Outside footwear is removed upon arrival.

Only registered students may enter the building. Class start and end times are staggered whenever possible to limit the number of students in a common space at the same time. Students will continue to use the staircases in a designated directional flow.

Students are asked to enter the building just prior to their class times and will be asked to leave quickly after their class is over. Classrooms are sanitized and reset so strict adherence to the schedules is a must. Parents/guardians are advised to wait with students until the designated drop off time outside of the building, and to meet their student outside the building after class at the designated time to ensure the children's safe exiting of the building.

Dancers must have their own equipment. Sharing of personal items including food and water bottles is strictly prohibited. A water bottle filling station is located on the first floor. **Due to allergies, The School of Dance is a nut and peanut free building.**

**Additional protocols may be put in place as appropriate in accordance with public health recommendations.**

Have a question? Contact [registrar@theschoolofdance.ca](mailto:registrar@theschoolofdance.ca) or call the office at 613-238-7838 and we'll be happy to help you.