

Welcome Thank you for enrolling at the Clare Novaes Ballet School. The School follows the Royal Academy of Dance Children's Examination Syllabus.

Our staff consists of Artistic Director and Teacher Clare Novaes, Teachers Anita McBriar; Rachel Gilliland; Niamh Keller; Jade Coyle and assistant Julie Bell Pook

Classes on Monday, Tuesday and Saturday are held at: Moira Methodist Church Hall, 26 Main Street, Moira BT67 OLE.

Classes on Wednesday are held at: St John's Parish Centre, 55 Main Street, Moira BT67 OLQ

New students, to guarantee your place please complete the Enrolment Form and return with the appropriate fee to the address below. Current students must re-enrol in June for the new term in September.

Regulation ballet uniform is listed on our website, as approved by the Royal Academy of Dance.

Uniform can be obtained at the Ballet Boutique within the school [see overleaf] - T-shirt, shorts and bare feet for your first lesson is fine.

Please look after this brochure and refer to it throughout the year for term dates and open days etc.

Children are allocated to classes based on their age and dance experience. Below is an age guide and list of the fees per term: Classes up to Pre-Primary are 30 minutes, Primary and Grade 1 are 45 minutes. Grade 2, Grade 3 and Grade 4 are 60 minutes. Intermediate Foundation and Advanced classes are 75 minutes.

Fees and Payment

Fees are payable in advance of each term, they can be brought in an envelope marked with the child's name and posted in the fee box at the studio door, or paid by Bank Transfer to; Clare Novaes School of Dance Sort code 98-00-40 Ace No. 50073050 Please use your child's name as reference.

Students who attend two classes per week please note that a 50% discount applies for the second class. Technique classes are attended as a second class.

Your Class	Your Child's Class is Ticked on the left.	Age Guide	Term Fees (10 weeks)
	Dance Curriculum level 1	3	£80
	Dance Curriculum level 2	4	£80
	Pre-Primary	5	£90
	Pre-Primary Assessment	6	£90
	Primary	7	£90
	Primary Exam	8	£90
	Grade 1, Grade 2, Grade 3 and Grade 4	9-14	£100
	Intermediate Foundation + Intermediate	15-18	£120
	Technique	-	£100 (£50)
	Pre-Pointe and Pointe class	-	
	Adult Ballet Class	-	£80

Term Dates and Open Days 2019 - 2020

Term I:

Tuesday 10th September 2019 - Saturday 23rd November 2019

Half Term Holiday:

Tuesday 29th October, Wednesday 30th October and Saturday 2nd November 2019

RAD Examination and Open Day dates to be confirmed.

Term II:

Tuesday 26th November 2019 - Saturday 29th February 2020

Christmas Holidays:

Tuesday 17th December 2019- Saturday 4th January 2020 inclusive.

Half Term Holiday:

Tuesday 18th February, Wednesday 19th February and Saturday 22nd February 2020.

Term III:

Tuesday 3rd March 2020 - Saturday 23rd May 2020

Easter Holiday:

Tuesday 7th April 2020 - Saturday 18th April 2020 inclusive



Contact
Clare Novaes
9 Legaterriff Road
Ballinderry Upper
BT28 2EY

Telephone: 028 9445 4620
Mobile: 078 1691 6632 www.novaesballschool.com

Enrolment Form 2018 - 2019

This enrolment form and fees for each term must be with the school, in advance of the first lesson of the term. The enrolment form cannot be filled in online or emailed. Please complete a paper copy.

It is essential that you keep your enrolment details updated; for example, if your son or daughter develops a medical condition that we need to know about, if any contact details change, or if you need someone new to collect your child from class.

Child's Name: _____

Class Time and Day: _____

Address: _____

Postcode: _____

Email: _____

Date of Birth: _____

Age: _____

Telephone Number: _____

Mobile Number: _____

Parents' Name/s: _____

In Emergency Contact: _____

Telephone Number: _____

Name of Persons Nominated to leave and/or collect child from class: _____

In your absence and in the case of an emergency have we your permission to take your child to a Doctor or Hospital? Yes / No

Your Doctor's Name and Address: _____

Telephone Number: _____

Has your Child any Health Problems or Allergies? If so, give details: _____

Have we your permission to take photographs/video of your child's class? Yes / No

Signed: _____

(Parent/Guardian)

Date: _____

Fees £ _____

Enclosed

send to :

Clare Novaes
9 Legaterriff Road
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BT28 2EY

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Mobile: 078 1691 6632

Clare Novaes Ballet School Rules and Regulations

Our regulations help to keep the School running smoothly, we would appreciate it if you would take a moment to familiarise yourself with these points:

1. The enrolment form must be completed before the first ballet class.
2. Fees are payable in advance of each term. Fees should be brought in an envelope marked with the child's name and posted in the fee box.
3. Students must be accompanied to, and collected from, the dressing room.
4. Please ensure students have been to the toilet before class.
5. Ballet shoes must have the elastic sewn on correctly, instructions are available on our website: www.novaesballetschool.com
6. Long hair should be tied up. There are full instructions on how to make a ballet bun on the website. www.novaesballetschool.com
7. Jewellery and other items are not permitted in any class.
8. Correct dressing room conduct is important and should be observed by everyone.

If you have any questions please contact us.

Phone: 028 9445 4620 Mobile 078 1691 6632

Thank you.

Ballet Boutique

- * If you have any queries about Ballet Uniform either items or sizes for your child please ask a member of staff.
- * Fill in an order form.
- * Post order form and payment in the box at the studio door.
- * Items will be ready for collection the following week.
- * Pre-loved system in operation for RAD character skirts and shoes.

An order form can be downloaded from our website: www.novaesballetschool.com or can be obtained from the ballet school noticeboard.



Clare Novaes
Ballet School
est. 1998

Dancer's Name : _____

Dance Class : _____

Class Time : _____