

Keshet Dance Company's

PRE-PROFESSIONAL

PROGRAM

2007-2008

The Handbook

GUIDELINES, POLICIES AND OTHER HELPFUL INFO.....

Keshet Dance Company
214 Coal Ave SW
Albuquerque, NM 87102
Phone 505-224-9808
Fax 505-842-0309
www.keshetdance.org
info@keshetdance.org

About the Program:

Keshet's Pre-Professional Program (KP3) is an intensive dance training program. Participation in this program requires a serious commitment from both the student and their family.

The KP3 program combines rigorous training in a variety of modern and ballet techniques to create a well-rounded and versatile dancer. KP3 students work with experienced teachers and guest artists from around the world exposing them to varied teaching and choreographic styles while allowing for the development of important contacts and connections to be used once the student leaves the KP3 program. While Keshet as a performance company is based in modern dance, intense and high-quality ballet training is a must for any dancer pursuing a professional career.

Class and Performance Requirements:

For all levels – participation in:

Weekly Classes: for appropriate assigned level (see class schedule)

Nutcracker on the Rocks: Auditions are August 16-19; cast meeting is held Aug 24 OR 25

(KP3 students are required to schedule and attend an audition and one cast meeting)

Rehearsals begin Sept 4 and take place OUTSIDE of class time

Performances run thru Dec 2, 2007 at the National Hispanic Cultural Center

Spring Concert: Rehearsals begin January 2008 and take place both IN and OUT of class time

Performances run thru May 11, 2008 at the South Broadway Cultural Center

KP3 students are required to attend ALL technical rehearsals & school matinees for both performances

For upper levels: All of the above, plus potential participation in Repertory Concert/s may be requested. Rehearsals run throughout the year and take place OUTSIDE of class time. Performances for the 07-08 season are tentatively set for April and May 2008. Some touring may be involved.

Dress Code:

For Ballet: Women in pink or white tights and a solid color leotard, ballet slippers (pink)

Men in black tights and a tight fitting white shirt or tank top, ballet slippers (black or white)

All: Unitards are also acceptable for men and women

For Modern: Same as above, however women may substitute black tights if preferred

All – bare feet

All - Unitards are also acceptable for men and women

Hair: All hair must be held back from the neck and face securely and neatly.

Jewelry: No loose jewelry to be worn during classes and rehearsals

Warm up clothes: Instructor permission required. Leg warmers, warm ups, etc. are only allowed in cases of injury or extreme cold. Any warm up clothing must be form-fitting.

Students not adhering to the dress code will be asked to sit out of class. This will be considered an absence.

Attendance:

Students are expected to attend all of their scheduled classes. Only in very special cases will students be excused from class. If a student will not be attending, a parent should call KDC to inform staff prior to class. Excessive absences are grounds for removal from the Pre-Professional Training Program. If a student misses the equivalent of one week of technique classes they will be put on automatic probation and a parent/student/teacher conference may be called. Both the student and the parent are expected to see that the student arrives on time for class. When a student is late for class they will be expected to stay and observe the class. Non-participation in class due to tardiness will be considered an absence.

Registration:

KP3 students register for the full school year and should be prepared to commit themselves for this entire period of time. New students are allowed to register within the first week of classes, however, this is not recommended. There is no mid-session registration after the first week of classes has ended, however special consideration may be made for extreme cases.

Additional Classes:

Should a student wish to take any additional classes at Keshet (outside of the KP3 level for which they are registered or asked to take by KP3 faculty or Artistic Director) they would need to register and pay through the existing community class structure.

Make Up Classes:

If a student misses a KP3 class, they can make up that class by taking a class recommended by their instructor (the instructor of the class which was missed) within Keshet's community classes or within other KP3 levels if appropriate and pre-approved.

Guest Artists:

Keshet Dance Company hosts an annual Guest Artist Series in which world-renowned dancers and choreographers come to KDC either work with the professional company on new Keshet productions/choreography and/or to create new dance works for the professional company to be world-premiered in Albuquerque and then taken on tour. During their tenure at KDC, the guest artists will be teaching KP3 classes and workshops. These are invaluable opportunities for the KP3 students to learn from master teachers from around the world and make important connections with individuals that may be able to support their dance career once they leave KP3.

Working with Keshet's Repertory Company:

Students in upper levels of KP3 may be asked by the Artistic Director to work with the Company for activities (classes, rehearsals, productions, touring, etc) outside of regular class curriculum. This is a unique opportunity to be involved on a professional level with Company members. There is generally no formal audition process for these activities unless requested by the Artistic Director. Not all students will participate in these activities.

Conferences:

Parent/Student/Teacher conferences will be held mid-year (after Nutcracker on the Rocks closes and before the Spring Session of classes begins – generally the first week of January). Families will be contacted prior to the conference period to schedule their individual time. At any time during the year, parents, students and/or instructors may request an additional conference. If there are issues or concerns that need discussion, you are encouraged to schedule a conference.

Injuries and Injury Prevention:

The most important thing to remember is to LISTEN TO YOUR BODY. Too often, dancers tend to ignore warning signals of problems. Pay attention to any nagging pains and have them looked at before they become a serious problem. Learn to differentiate between injury or pre-injury pains and general stiff muscles from good, hard work! If you do have an injury, you are expected to attend *and observe* all of your scheduled classes and rehearsals. You will need to bring a doctor's note if you will be observing classes due to injury. This will also allow teachers to work safely with you once you are able to dance in class again.

Eating and Sleeping:

Parents, please remind your young dancers about this info periodically throughout the year. ...and dancers, please remind each other! Please take good care of your body. Make sure that you eat healthy and energizing foods and drink plenty of water. Drinks with caffeine (coffee, sodas, etc.) will dehydrate you! Be careful of your intake with these types of drinks. Foods high in sugar (chocolate and other sweets) will actually end up making you more tired after you crash from the short

sugar high...not good for you! Try lots of fruits, veggies, nuts, cheese, crackers, granola, raisins, etc. for snacks instead of the sweet stuff.

Please make sure that you give your body time to rest. Sleep is very important for your muscles and your mind. Lack of sleep is a common cause of injury. Take good care of yourself!!

Feel free to bring healthy food with you to store at Keshet for meals and snacks. There is a refrigerator and freezer available for your use as well as a KP3 designated "storage room" for your belongings, including dry foods. Please label all foods with your name. The fridge will be cleaned out weekly, so if there are items that you would like kept in there longer, please label as such with an END date for when you will have the food in there...otherwise it will end up getting thrown out. PLEASE make sure that you help keep food cleaned up and dishes washed!!!

Choreography Opportunities:

KP3 students along with the rest of the Keshet community are encouraged to explore the development of their own choreography. If students would like the opportunity to present these works as finished pieces, there are currently three production opportunities available at Keshet to do so. It is important that interested students keep an eye on all submission and showing deadlines (watch the call board and read submission forms carefully) to insure that their work can be presented. All pieces submitted are included in the productions assuming that they are submitted by appropriate deadlines and follow guidelines for each production (time limits, costuming, etc).

Spring Concert 2008: All KP3 students participate in the Spring Concert with pieces created through classes and workshops. The following is the anticipated submission deadline for any students that would like to submit additional choreography to this production:

February 9, 2008	Choreography Submission DEADLINE
March 15, 2008	Choreography Showings

Choreographers' Showcases are not a required part of the KP3 program, however, here is the tentative info for those who are interested:

<u>Adult focused showcase:</u>	Sun, Feb 23 submission deadline	Feb 30 & Mar 1 performances
<u>Youth focused showcase:</u>	Sat, July 20 submission deadline	Aug 3 & 4 performances

Behavior:

Students in the KP3 program are expected to lead by example as positive role models and mentors for others at Keshet Dance Company. Respect and kindness is expected both in and out of the class and rehearsal setting, building an environment of trust and purpose. Inappropriate behavior which is disrespectful and distracting from the purpose and goals of the KP3 program is not tolerated. Depending on the level of inappropriateness, students may be asked to sit down and observe class rather than participate (counting as an absence), they may be put on temporary KP3 probation, or they may be removed from the program. Every effort will be made to make sure a student is successful in the KP3 program.

Disciplinary Actions

While we hope that this will not be necessary for any of the KP3 students, it is important to address actions that will be taken in the event that a student is not adhering to the expectations (ranging from behavior to attendance to dress code to everything else) outlined in this handbook and agreed upon when signing your KP3 contract.

If a student is consistently demonstrating low results or falling behind in any of the expectation areas at any time the following disciplinary actions will occur in this progressive order:

1. A minimal number of verbal warnings will be given
2. An "Evaluation Alert" will be sent home with student to be signed by parent/s and returned to KDC.
3. A conference will be called with the parent/s.

4. The student will be put on temporary probation.
5. The student will be removed from the program.

Depending on the severity of the situation, Keshet Dance Company reserves the right to skip actions 1 & 2 and take actions 3 & 4 simultaneously, or remove a student from the KP3 program (action #5) without the occurrence of actions #1-4.

Program Call Board:

Please make certain that all KP3 students and families keep a watchful eye on the call board.

There will be consistent announcements posted re: Nutcracker on the Rocks, Spring Concert, KP3 schedule changes, Guest Artist Series, new KP3 opportunities, upcoming required meetings, etc.

KP3 07-08 Calendar

July 3, 5:00 pm	Scholarship Application Deadline for 07-08 KP3 year
July 20	Scholarship Notifications
Sun Aug 5	KP3 Parent/Student Meeting
Aug 16-19	<i>Nutcracker on the Rocks</i> Auditions (ALL KP3 students)
Aug 24 OR Aug 25	<i>Nutcracker on the Rocks</i> Cast Meeting (ALL KP3 students & families)
Aug 27	Deadline for: contracts, registration fees, first payments
Aug 27-Nov 17	WEEKLY CLASSES and nut rehearsals
Nov 18-28	nut rehearsals (no classes)
Nov 29-Dec 2	nut tech and performances
Dec 3-Jan 6	break
Dec 10-15 & Jan 3-6	CONFERENCES
Jan 7-March 22	WEEKLY CLASSES and spring concert rehearsals
Mar 23-30	spring break (coincides with APS spring break)
March 31-May 3	WEEKLY CLASSES and spring concert rehearsals
Sun, April 27	Spring Concert full cast run thru
May 5-11	Spring Concert tech and performances
July 7, 2008	scholarship application deadline for upcoming kp3 year
July 21, 2008	scholarship notification for upcoming kp3 year
Aug 25,2008	classes begin for 2008-2009 KP3 year

*******UPDATED SCHEDULE: as of June 27th, 2007*******

Weekly Classes – Class Schedule by Level

<u>Level I:</u>	Mondays	5:40-6:55	stretch & strength
	*Wednesdays	4:00-5:30 5:40-6:55	*ballet (note change in time)* stretch & strength
	Fridays	4:30-6:00 6:00-7:30	ballet modern
	Saturdays	1:45-3:15 4:00-6:00	modern <i>workshop (during spring session only)</i>

<u>Level II</u>	Mondays	5:40-6:55 7:00-8:30	stretch & strength modern
	Wednesdays	5:40-6:55	stretch & strength
	Thursdays	5:30-7:00 7:00-8:30	modern ballet
	Fridays	4:30-6:00 6:00-7:30	modern ballet
	Saturdays	1:30-3:30 4:00-6:00	ballet <i>workshop (during spring session only)</i>

<u>Level IIIb</u>	Mondays	4:00-5:30 5:40-6:55	modern stretch & strength
	Wednesdays	4:00-5:30 5:40-6:55	ballet stretch & strength
	Thursday	5:30-7:00 7:00-8:30	modern ballet
	Fridays	4:30-6:00 6:00-7:30	modern ballet
	Saturdays	11:45-1:15 1:30-3:30 4:00-6:00	modern ballet <i>workshop (during spring session only)</i>

<u>Level IIIa</u>	Mondays	4:00-5:30 5:40-6:55	modern stretch & strength
	Tuesdays	4:30-6:30 6:30-8:00	modern ballet/pre-pointe
	Wednesdays	4:00-5:30 5:40-6:55	ballet/pre-pointe stretch & strength
	Fridays	4:30-6:00 6:00-7:30	modern ballet
	Saturdays	11:45-1:15 1:30-3:30 4:00-6:00	modern ballet/pre-pointe <i>workshop (during spring session only)</i>

KP3 Levels

Duration/Progression:

Students will spend a minimum of one year in each level. However, at the end of the year, the student is NOT automatically moved into the next level. Students will generally spend no more than three years in one level (however this is not guaranteed). Appropriate timing for a student to move from one level to the next will be determined by ongoing evaluation of each student by the instructors and Artistic Director.

Progression from one level to the next is based on, but not limited to, a variety of criteria both objective and subjective.

Two general categories in which student evaluation takes place are:

I) Physical Development (*Body*) Development and grasp of technique

Major muscle group development and strength
Physical stamina

- 2) Focus/Dedication (*Mind and Heart*) Attention span in class and rehearsal setting
Attitude in and out of class and rehearsal setting
Receptiveness to direction & correction by instructors/directors
Attendance history
Training consistency (based on KP3 attendance & summer activity)

All students will progress at different paces. There is no right or wrong way to move through this program. While some students may have the cognitive ability to grasp new concepts, they may not be physically ready to move to the next level while others may have a great deal of physical strength but lack the ability to focus properly. Neither one of these (or any other) scenarios are cause for worry, they are merely an indicator of what areas we will be focusing on developing so that the student is able to progress in their dance training at a pace that is appropriate for them.

Summer Training

KP3 students intending to continue their in the KP3 program are expected to pursue consistent training during the summer months. There are opportunities available at Keshet as well as a variety of high-quality summer training programs around the country. It is critical that summer training is not neglected. For students who choose not to pursue appropriate summer training, their level placement in the fall will be affected and most likely altered from any intended placements stated at the end of the previous KP3 year.

Calendar for Level Placement/Advancement Notification:

JULY/AUGUST: New (incoming) students will be assigned a level prior to the beginning of each KP3 year (July/August) based on teacher observations in community classes for existing Keshet students or an audition class for incoming students. New KP3 students will start in the level most appropriate for their technique, physical development and focus level at the time of entrance into KP3 (not necessarily level I). Most often students will remain in that level for the full year (August-May). Occasionally a student may be moved into another level mid-year, although this is not a common occurrence.

DECEMBER/JANUARY: Conferences will generally be held during the long break between the fall and spring sessions in which students, teachers and parents can formally evaluate the program and the students' progress. At this conference, the students' individual goals for themselves within the program are discussed along with goals for the upcoming year. Teachers are able to give the students' specific challenges and direction for enhanced progress within the program. **NO LEVEL PLACEMENTS WILL HAPPEN AT THESE CONFERENCES.**

MARCH/APRIL: A group meeting for all KP3 participants and families will be held in March/April at which time the schedule, fees and anticipated level placements for the upcoming year are available.

Progression criteria and sample staff evaluation questions:

Artistic Faculty will fill out a form similar to the one below both mid-year (Dec) and end of year (May). These evaluations will be kept in the students' file for formal review with the student and family at the annual conference time.

consistently usually sometimes occasionally never

Pays attention during class:

- Watches teacher during combination demonstrations
- Listens to corrections given to them by teacher
- Listens to corrections given to others by teacher
- Is attentive and mentally present during entire class time
- Refrains from socialization during class time

Integration of movement

Applies and retains corrections given to them by teacher
Applies and retains corrections given to others to their own technique
Level of speed in retaining class combinations
Level of independence in retaining and executing class combinations
Ability to “dance” movements vs. merely correctly execute

Personal responsibility to progress

Works on technique and correction application during down time in class
Works out trouble spots in combinations and choreography without prompting
Asks appropriate clarification questions

Class attendance/adherence to class expectations

Attends all classes
Is prompt and prepared for all classes
Follows required dress code
Pursues quality intersession dance training (KDC or otherwise)

Personal/Social Responsibility

Is respectful to teacher (in and out of class setting)
Is respectful and supportive of other students (in and out of class setting)
Assumes an active and appropriate mentorship role in class and rehearsal setting
Helps keep space (studios, lounges, dressing rooms) clean and tidy and helps others do the same

Performance and Rehearsals

Executes movements with performance quality and cleanliness
Independence in advancing movements and grasp of combinations from “ok” to “great”
Acts as a mentor in rehearsal settings, assisting other cast members appropriately
Is attentive in rehearsal setting
Does not cause distraction during rehearsals

Level Details:

There are currently four levels in KP3. Occasionally these levels will be broken into sub-levels (Ia, Ib, IIa, IIb, etc.) to ensure that each student is getting the appropriate curriculum for their particular situation.

Applicable to all levels:

- Students take 4-8 technique classes per week (see class schedule for details) in ballet and modern.
- Occasionally some students may be asked to participate in additional higher level classes
- In the fall they participate in Nutcracker on the Rocks as dancers.
- In the spring they participate in the Spring Concert as dancers and often as choreographers.
- The spring session also includes a class called “workshop” in which all levels are combined together for the study of a variety of topics from year to year including: choreography techniques, dance history, audition techniques, resume writing, etc.

Level I:

The goals and techniques focused on in this level include:

Developing and maintaining focus and attention span during class and rehearsals

Development of receptive and respectful attitude in a professional class setting
Increased understanding of mentorship role in rehearsal and class setting
Building a solid technical foundation of basic dance concepts
Developing the beginning of strong core support
Beginning controlled footwork
Basic body understanding and awareness
Independent thinking and problem solving
Developing stage presence and performance quality of dance technique

Level II:

The goals and techniques focused on in this level include:

Integration of Level I concepts into broader application in class and rehearsal

Level III:

The goals and techniques focused on in this level include:

Building body strength for pointe work (females) and partnering work (males)

Fine-tuning rhythms and movements

Expanding application of all goals and techniques listed under level I

Near the end of their time in Level III (generally their last year or semester), female students will begin pre-pointe work. Keeping in mind that students will most often spend 2-3 years in a level, this means pointe work will not begin immediately upon a student's entrance into level III.

Students in Level III may begin learning existing Keshet Repertory works and may be asked on an individual basis to perform the works in various Keshet productions including the annual Spring Repertory Production (generally held the weekend following the Spring Concert)

Level IV:

The goals and techniques focused on in this level include:

Preparation (physically and mentally) for entrance into the world of post-graduate dance training and/or the professional world of dance.

In the fall, participation/roles in Nutcracker on the Rocks may expand into other areas such as rehearsal assistants. Level IV curriculum will also include learning, rehearsing and performing existing and new Keshet repertory works. Students may be asked to perform with the Repertory Company in the annual Spring Repertory Production and in various other performances. This may also include summer touring opportunities.

Financial Information:

Registration Fee:

An annual, non-refundable registration fee of \$50 is required for all students.

Tuition:

Tuition listed below covers: All class fees from September – May
All costumes for Nutcracker on the Rocks and the Spring Concert

Tuition does not cover: Dance clothing and ballet shoes required for classes and rehearsals
(see “dress code” for these requirements)
Additional \$50 registration fee per student (see above)

Tuition:

Level I:	\$1600
Level II:	\$1900
Level IIIb:	\$2150
Level IIIa:	\$2400

REMOVAL from KP3 Program:

If a student is asked to leave the KP3 program for any reason they may or may not be eligible for re-enrollment into the program in following years. This will be determined on a case by case basis. Students asked to leave the KP3 program are still responsible for FULL payment for the KP3 program as defined above.

If a student leaves the program for any reason and enrolls in community classes, KP3 tuition fees CANNOT be applied to community classes.