

THE TAYLOR SCHOOL

CAROLYN ADAMS – DIRECTOR OF EDUCATION

Youth Program Policies 2024-2025

- **Registration**

- **Enrollment Period**

- Registration for the fall 2024 semester is open [online](#) through **Monday, October 28th, 2024**.
- If you are interested in registering after this date, please contact the Taylor School at **646-214-5807** or at taylor.school@ptdc.org. Permission to enroll in the fall 2024 semester after the above date will be at the discretion of the Taylor School team.

- **Required Registration Forms**

- The following forms will be required. They will be emailed to registered students, and can be found on the [Taylor School website](#), or picked up at the front desk.
 - Medical Release Form
 - Film & Photography Waiver
 - Liability Waiver

- **Refunds**

- **Tuition is non-refundable**, however, class credit can be returned to the student's account. Class credit can only be applied in the **same academic year** it was purchased.
- If you are unsure about enrolling in a class, we recommend signing up for a trial class.

- **Trial Class**

- Trial classes allow you to take a single dance class before committing to the full semester.
- Trial classes cost **\$25**.
 - If a student enrolls in the semester, the cost of the trial class will be applied toward tuition.
- Students are welcomed and encouraged to try multiple genres and levels of classes. Students are not permitted to trial the same class multiple times.
- Trial class availability is subject to enrollment and the time of year.
 - The last day to take a trial class for the fall 2024 semester is **Monday, January 13th, 2025**.
- **To register for a trial class**, please fill out the [trial class interest form](#). Fill out a form for each class you are interested in trying.
- When arriving at the Taylor School for your trial class, **please check in at the front desk** to pay for your class. Someone from the Taylor School will follow up with next steps for enrolling.

- **Class Levels**

- **Level Placement**

- Placement is based on the age of the student or faculty recommendation. See the [Taylor School website](#) for more details on age recommendations.
 - Please email taylorsschool@ptdc.org for any questions or concerns

- **All Abilities are Welcome**

- If there are questions or specific accommodations you would like us to be aware of, please email taylorsschool@ptdc.org

- **Calendars & Cancellations**

- **Taylor School semester calendar** can be viewed [here](#).

- Our schedule primarily follows the NYC DOE, however sometimes it does not, please refer to it throughout the semester. The calendar is arranged to provide an equal number of sessions for each dance class.

- **Parent Observation Week**

- At the conclusion of each semester, families are invited to observe what their student's have been working on. Observation days take place on the **final date of class**.
 - Fall Parent Observation Week is from **Tuesday, January 21st, 2025 - Monday, January 27th, 2025**

- **Class Cancellation Policies**

- The Taylor School reserves the right to cancel any class with low enrollment. In the event of a class cancellation, we will contact you with options.
 - The Taylor School generally follows New York City's decisions regarding inclement weather and will notify families via email of weather related closures..

- **Attendance**

- **Attendance Policy**

- The Taylor School curriculum is designed for progression throughout the semester. Regular attendance is vital for student growth and community development in the studio.
 - We encourage students to not miss more than 3 classes per semester.

- **Health Policy**

- Health and safety are of utmost importance to the Taylor School. If you or your student are not feeling well, **please stay home**. For this reason the Taylor School offers make-up classes. See policy below.
 - If you or your student **tests positive for COVID-19**, please review our COVID-19 guidelines before returning to the Taylor School.
 - Masks are available at the front desk upon request.

- **Make-up Policy**
 - Students are entitled to **3 make-up classes per semester**
 - Make-up classes can only be utilized if the student was absent from their regular registered class
 - Make-up classes must be at the **same level** as the regular registered class and must be taken **within the current semester**. Make-up classes can be in a different style of dance than the original registered class.
 - Make-up Class Deadline: Make-up classes must be utilized **before the final two weeks of the semester**.
 - Unused make-up classes will not be refunded.
 - **To request a make-up class, email taylor.school@ptdc.org**
 - Please email with as much advance notice as possible so we can accommodate your request.
 - In your email, include the name of your student, the date they were (or will be) absent from their regularly scheduled class, and the name and date of the class they would like to use as their make-up class.
- **COVID-19 Procedures**
 - **If a student tests positive for COVID-19, they are required to stay home and are not allowed in the Taylor School building**
 - Students can return to class *only* when they **test negative** on a rapid COVID-19 test.
 - Contact taylor.school@ptdc.org for any questions or concerns about returning protocol.
 - The Taylor School follows the COVID-19 guides of the Paul Taylor Dance Company. These guidelines are subject to change.
- **Drop-off & Pick-Up Protocol**
 - **Drop-Off**
 - All students must check-in at the front desk when arriving at the Taylor School
 - Students ages **11 and under** are required to be accompanied by an adult at all times when not in the studio. Special accommodations can be requested. Email taylor.school@ptdc.org to discuss further.
 - Please arrive early to allow time for bathroom visits and changing into dance clothes.
 - **Pick-Up**
 - Please pick up students on time.
 - If you are running late for pick-up, email taylor.school@ptdc.org or call 646-214-5807.

- Students 12 and up can self-dismiss ONLY with advanced consent of their guardian. This can be selected during the registration process.
- **Waiting Area**
 - Families are welcome to wait in the upstairs waiting area by the Front Desk and studio hallway.
 - Waiting Area Expectations:
 - No running or gymnastics/tumbling in hallways
 - No loud noises. Noise carries easily and can be disruptive to nearby conference rooms and offices of the Paul Taylor Dance Company.
 - Dressing rooms
 - 2 Dressing Rooms are available.
 - Students may store their personal items in the dressing rooms during class or bring them into the large studio with them.
 - **Please do not leave personal items in the middle of the hallways or by the studio doors.** For those not using the dressing room, please leave shoes under a chair or neatly against the wall.
 - Please note that the dressing rooms **do not lock**. The Taylor School is not responsible for any lost or stolen items.
 - See next page for Recommended Class Attire

Taylor School Recommended Class Attire and Policies

Genre	Clothing	Footwear	Notes
Ballet	<u>Top:</u> Leotard, or form-fitting full length t-shirt or tank top <u>Bottom:</u> tights, leggings or form fitting joggers	Soft ballet shoes OR Socks with some grip	
Breaking	<u>Top:</u> street clothes, loose t-shirts <u>Bottom:</u> street clothes, baggy sweatpants, joggers	Sneakers with clean bottoms	Jeans are not recommended
Drumming	Clothing that is comfortable to move in.	N/A	Drums will be provided
Taylor Modern: Levels 1 - 3	Clothing that is comfortable to move in.	Barefoot	Knee pads are recommended.
Taylor Modern: Levels 4 - Teen Levels	<u>Top:</u> Leotard, or form-fitting full length t-shirt or tank top <u>Bottom:</u> tights, leggings or form fitting joggers. All bottoms must be full length . Why? The repertory of Paul Taylor involves floor work and sliding. A fabric barrier prevents injury and allows for smooth movement.	Barefoot	Shorts, biker shorts, crop tops, maxi skirts, mini skirts, and loose fitted clothing are not recommended. Why? They interfere with movement, obstruct the teacher's view of body alignment and don't protect the body from contact with the floor. Knee pads are recommended.
Taylor Tots	Clothing that is comfortable to move in.	Barefeet. No socks.	
Tumbling	Clothing that is comfortable to move in.	Barefeet	Hair accessories cannot interfere with rolling

General Policies:

- **Hair**
 - Hair must be **pulled back out of the face** with appropriate hair accessories (no hard clips or hard headbands)
 - Why? This allows teaching artists a better view of student alignment, prevents hair from being caught, prevents sight from being impaired, and minimizes the need to adjust hair during class.
- **Prohibited Attire:**
 - Jeans
 - Large jewelry

Recommended Dancewear Retailers:

- **Onstage Dancewear:** <https://www.onstagedancewear.com> | 49 W. 37th St., New York, NY 110018
- **Discount Dance:** <https://www.discountdance.com/index.php>