

SAB

Handbook for Students and Parents

2023 Summer Course



Official School of New York City Ballet

70 Lincoln Center Plaza, New York, New York 10023

Main Reception: (212) 769-6600

Residence Hall: (212)769-6650

As of May 17, 2023

NOTICE OF NON-DISCRIMINATION POLICY

The School of American Ballet has a nondiscrimination policy with respect to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of sex, race, color, sexual orientation, national origin, gender identity or any other protected characteristic in administration of its education policies, admissions policies, scholarship programs or any other school-administered programs.

COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

The School of American Ballet considers the artistic representation of cultural and racial diversity as essential to the art form. As a premier training academy whose students are poised to join and ultimately head dance organizations worldwide, SAB recognizes its responsibility in creating a community that embodies equity and inclusion through its behaviors, policies, and practices.

As an institution where children grow and develop, SAB is responsible for providing a space that is anti-racist, inclusive, and equitable. While we continue to pursue our commitment to these ideals, we feel strongly that this pursuit is a shared responsibility for all members of our community.

SAB commitment to diversity, equity and inclusion is endeavored, in part, through the embodiment of four Core Values.

1. ARTISTIC AND TEACHING EXCELLENCE

SAB values our distinguished legacy of artistic and teaching excellence as the official yet independent school of New York City Ballet and embraces our leadership in the ballet field. We are committed to preparing young artists for professional dance careers in companies throughout the world by educating and nurturing each student as an individual.

2. HOLISTIC STUDENT WELL-BEING

SAB prioritizes the overall wellness of each student throughout their time at the School. We help students develop confidence in their individuality by providing them with opportunities to actively engage with their own learning, professional development, and personal growth in our school and society. We support and respect the personal agency of each student.

3. ANTI-RACIST, INCLUSIVE, AND EQUITABLE ORGANIZATIONAL PRACTICES

The SAB community includes faculty, pianists, students, families, administrative staff, alumni, and Board members. Together, we are accountable for creating and sustaining an organization that is broadly diverse, actively anti-racist, and intentionally inclusive and equitable in all behaviors, actions, and decisions. We embrace personal and organizational humility as we remove structural barriers to accomplishment, seek honest feedback, and pursue personal and organizational learning about equity and inclusion with the goal of continuous growth. SAB is committed to embodying anti-racist practices in all our work.

4. COLLABORATION AND INTERDEPENDENCE

SAB embraces an organizational and ballet culture characterized by open and transparent communication and habitual dialogue. We recognize the interdependent nature of our work and believe that collaboration, communication, and alignment among our community members, within our partner organization New York City Ballet, and across the ballet field are essential to the long-term relevance and viability of our organizational mission and vision.

Please see SAB's website (www.sab.org) for a complete and up-to-date listing of the School's Faculty, Pianists, Administration and Board of Directors

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The faculty and staff of The School of American Ballet extend a warm welcome to all Summer Course students and their parents.

The School was founded 89 years ago by George Balanchine and Lincoln Kirstein, extraordinary men who dreamed of creating an American ballet company. The great company they eventually formed is the New York City Ballet, but back in 1934 they knew that first they had to have an academy – a place where students could have the kind of intensive professional training that Mr. Balanchine had received in St. Petersburg.

Today we continue our founders' clear and bold vision – to train dancers for careers in classical ballet for NYCB and beyond – as we continue to train our students with Mr. Balanchine's hallmarks of speed, precision, expansiveness and musicality. The School artistic and teaching excellence is matched by our commitment to overall student wellness and a deep commitment to diversity and inclusion so that all of our students can thrive.

Our hope for our students is that they learn and grow this summer as dancers and as young people, that they are eager to absorb their teachers' guidance and feedback, and that they enjoy new friendships and experiences in our one-of-a-kind school. We are very glad to have your student with us this summer to soak in all that SAB has to offer.

We update this comprehensive handbook each year so that it will serve as a valuable guide for students and parents during the 2023 Summer Course, and we encourage you to reach out with any questions in advance.

We look forward to a productive and exciting summer.

Sincerely,



Darla Hoover
Chair of Faculty



Aesha Ash
Associate Chair of Faculty



Carrie Hinrichs
Executive Director



Sion Harrington
Dean of Student and Alumni Affairs

CHAPTER ONE: IMPORTANT COMMUNICATION TOOLS

ETHICSPPOINT HOTLINE

The School of American Ballet strongly values integrity, respect, and truthfulness, and considers the safety and well-being of our students and employees to be a top priority. These principles are integral to the ways in which we accomplish our mission of recruiting, training, and nurturing talented students from around the world and guide the policies and codes of conduct we have established for our employee and student/parent communities.

We want all members of the SAB community to feel comfortable approaching School leaders, administrators, and supervisors with any day-to-day concerns and, especially, where you believe violations of policies or standards have occurred. However, we recognize that there are sometimes circumstances that may impede open reporting of such issues.

To that end, in situations where you prefer to place an anonymous report in confidence, you are encouraged to use our third-party hotline hosted by EthicsPoint/NAVEX Global. We hope that this tool will facilitate the sharing of concerns related to violations of policies stated in this Handbook for Students and Parents as well as our [Employee Code of Ethics and Conduct](#) (both can be found on SAB's EthicsPoint webpage).

To utilize the hotline, please visit www.sab.ethicspoint.com, or call 844-862-7979.

Please note that this service should not be used to report emergencies or urgent concerns regarding student safety and wellbeing. In such instances please call 911, contact SAB staff directly or call the SAB residence hall at 212-769-6650.

EMERGENCY COMMUNICATION SYSTEM

Student safety and well-being are a top priority to SAB. One of the most important tools in an emergency is the ability to communicate quickly. SAB uses Blackboard Connect to send text messages, emails, and automated phone messages to students and families in the event of an emergency or unanticipated school closing.

Blackboard Connect utilizes the email, cell phone, and home phone numbers that are in our database so it is incredibly important that we have updated contact information for you. Messages will be sent to all contact methods we have on file for you. Should we only have an email address, you will only receive an email; if we have all three items listed above on file, you will receive messages in each format. Blackboard Connect is a one-way communication so families are not able to send responses to SAB through this service.

Some families (particularly of our younger students) are in the habit of providing parent/guardian cell numbers in lieu of student cell numbers whenever this information is requested by the School. Please understand that this emergency communication system pulls contact info directly from our database-in order to ensure that we can communicate effectively with your student in the event of a serious emergency that is unfolding in real time, best practice requires you to provide student and parent cell numbers accurately and as requested.

If you need to update or change the information you have provided, please contact the School's Dean of Student and Alumni Affairs (Sion Harrington, sharrington@sab.org).

CHAPTER TWO: CODE OF CONDUCT

The School seeks to help build character and the strong self-discipline needed for a professional ballet career as well as success in the world at-large. Students at the School represent SAB in the outside world and are expected to maintain the highest standards of behavior. While SAB strives to ensure that all rules are clear and reasonable, we also believe that our Code of Conduct must affirm the clear connection between our program's goals and expectations and student success and wellbeing. All students, regardless of residential status or age, are expected to observe the established Code of Conduct.

Because we believe that one's success within the studio cannot exist independently of good decision making and behavior outside of the studio, students who violate the policies of the code will be subject to disciplinary action. The Chair of Faculty, Associate Chair of Faculty, Executive Director, Dean of Student and Alumni Affairs, the Director of Student Life for Children's Division and Wellness Programming, and the Assistant Director of Student Life for Residential and Transitional Programming are responsible for varying levels of disciplinary action when necessary.

EXPECTATIONS

The following are absolutely forbidden for all students at the School of American Ballet:

- Any intentional or repeated disregard for policies and procedures that have been put in place as a response to the COVID-19 pandemic or other events related to community health and wellbeing
- Any behavior which places other students, staff, visitors, and/or innocent bystanders in danger
- Cheating
- Falsification of residence hall permissions and sign-out sheets
- Firearms or weapons of any kind

- Harassment: discrimination, hazing, physical threats or actual physical violence, non-consensual conduct
- Hate Speech: abusive or threatening speech or writing that expresses prejudice against a particular group, especially on the basis of race, religion or sexual orientation
- Lying
- Participating in activities or behavior that violates the civil or criminal laws of NY State, or the City of NY or being an active bystander to any such violations in any location at any time
- Personal identification that indicates false information
- Plagiarism
- Possession or consumption of alcoholic beverages
- Possession or use of drugs or drug paraphernalia
- Possession or use of tobacco or tobacco paraphernalia, including vaping or electronic cigarettes
- Self-destructive behavior
- Sexual Misconduct or Harassment: speaking or behaving suggestively, derogatorily, vulgarly or threateningly, using sexual innuendo or slurs
- Theft
- Throwing, dropping, or otherwise propelling any object out a window
- Trespassing
- Unauthorized or inappropriate use, possession or distribution of prescription or over the counter medications.
- Unauthorized publication or distribution of photos, videos or music protected by copyright (including photos on private or public social media accounts)
- Willful destruction/misuse or inappropriate use/possession of SAB, Lincoln Center or another person's property

Any of the above actions will be reported immediately to the Dean of Student and Alumni Affairs or the Executive Director, who will, in consultation with other staff, decide on the

appropriate disciplinary response.

DISCIPLINARY RESPONSE

Penalties for violations of the School's Code of Conduct may include (but are not limited to):

- Community Service
- Confinement to Residence Hall (Grounding)
- Curfew adjustments
- Dismissal from School
- Dismissal from the Residence Hall
- Early Curfew
- Fines
- Ineligibility to participate in residence hall or school programming
- Ineligibility for participation and/or casting in Artistic programming such as the Summer Choreography Showing, or, during the Winter Term, spring Workshop Performances, Student Choreography Workshop, New York Choreographic Institute, Lecture Demonstrations, and NYCB affiliated performances.
- Loss of Residence Hall Visitation privileges for day students
- Probation
- Referral to counseling
- Suspension from SAB classes
- Suspension from the Residence Hall for two or three weeks

The penalty assigned most often for low-level residence hall policy violations is an Early Curfew. If a student accumulates five early curfews over the course of the five-week summer session, he/she may be sent home.

NON-DISCIPLINARY INTERVENTION

Because the staff is interested in seeing all students succeed while at SAB, we reserve the right

to intervene in situations that do not technically violate policies of the School. Intervention can include meetings with teachers, Student Life staff, health care professionals, or a member of our wellness team. This intervention is not intended, nor will it be treated, as disciplinary. However, the School reserves the right to take disciplinary action if a non-disciplinary intervention fails to resolve the issues at hand.

CHAPTER THREE: SAB POLICIES AND PROCEDURES

ALCOHOL AND DRUGS

SAB takes seriously its responsibility to prevent drug and alcohol use and maintain a drug and alcohol-free environment.

Using alcohol and/or drugs while a student at SAB is strictly forbidden. Any student found possessing, distributing or using alcoholic beverages or illegal or controlled substances of any kind, or improperly using prescription or over the counter drugs will be dismissed from the Summer Course. Any student who knowingly remains where alcoholic beverages are being used in violation of the School's policy or where illegal or controlled drugs are being used is also in violation of this policy and will be dismissed.

If the School in its discretion suspects that a violation of this policy has occurred or that a potential alcohol or drug problem exists, a student will be required to have a substance use evaluation, which can include a drug screen.

A student so required must have the substance use evaluation at the time requested or withdraw from the School.

Sanctuary Policy

Students who have an alcohol or drug use problem (which the School knows of in no other way) who come forward to ask for help with that problem will be given special consideration. SAB has instituted a "sanctuary policy" to encourage students to seek help for medical emergencies involving alcohol or drugs. If a student determines that they or a friend is in need of immediate medical attention as a result of alcohol or drug use, the student may contact the staff person on duty, or a faculty or staff member. While follow-up will likely be necessary, no disciplinary action will be taken if all of the following apply (i) the student is seeking aid, (ii) the School knows of the problem in no other way, (iii) all recommendations made as part of the follow-up (including any recommendation of taking leave from the School) are followed.

Tobacco and Vaping

Recognizing that smoking and Vaping are extremely dangerous to the health and development of young artists, the School prohibits the use of tobacco by students. It is a violation of New York City law for any individual under the age of 21 to purchase cigarettes or vaping products. Smoking is not permitted in the Rose Building or in any public spaces located throughout Lincoln Center. Parents will be notified if their student is caught smoking or vaping in or around school premises and all related paraphernalia will be confiscated from the student and disposed of.

ATTENDANCE

Students are required to attend promptly all the classes for which they are enrolled. Unless otherwise instructed, students with injuries are required to sit and observe their classes. If a student has a minor injury that prevents them from participating in class fully, they should sit and observe for the portion of class in which they cannot participate. Missing a class for reasons other than injury or illness is strongly discouraged. Families or guardians should not schedule outings for their student that conflict with their ballet class schedule.

Resident students who are unable to attend class should report their absence to the Residence Life staff member at the 14th floor desk who will then notify the 5th Floor Attendance staff. Day students should call the Attendance Hotline 212-769-6689 to notify the School of absence. You may also email attendance information to attendance@sab.org.

COVID-19 POLICIES AND PROCEDURES

Throughout the pandemic, we have worked diligently to keep our community healthy and safe. Guided by the CDC, as well as state and city recommendations, our protocols continue to be multi-layered, including vaccines for all age-eligible students and all employees, enhanced air quality and cleaning, and testing and masking as needed. We continue to keep a very close eye on pandemic conditions will continue to adjust our protocols as needed.

The community's health is a responsibility we all share. Recognizing that the wellbeing of our community rests on our collective commitments, all members of the SAB community will be diligent about these policies and procedures as well as their personal health and hygiene.

While our community members are required to be fully immunized against COVID-19, immunization does not exempt anyone from following the School's health and safety guidelines.

Given the evolving nature of the pandemic, SAB reserves the right to alter, eliminate or increase any of these guidelines and commitments to meet new recommendations from governmental and health authorities. It is of utmost importance that all students and parents follow these protocols and procedures to keep us all safe during these extraordinary times.

Students who struggle to meet these requirements will be removed from our community.

Close Contact Exposure Protocol

If a fully vaccinated member of our community is designated as a close contact for COVID-19 exposure, either by SAB or an outside authority, they will not be required to quarantine, but will be required to wear a mask at the School (including in their classes) for a ten-day period following day 0 of exposure.

If an unvaccinated member of our community is designated as a close contact for COVID-19 exposure, they will be required to quarantine for 5 days and then wear a mask for an additional five days while on the 5th floor and in the residence hall.

Face Masks

Note: the following reflects our face mask policy as of the May 2023 issuance of this Handbook. This policy may be updated in advance of or during the Summer Course dependent upon changes in the infection rates in New York City.

Face masks are optional throughout the 5th floor (in hallways, ballet studios, locker rooms and lounges).

Face masks are also optional in our residence hall. However, masks are required on move-in day for all students, staff and visitors. The residence hall mask optional policy will begin when the move-in process concludes that evening and all guests have departed.

Disposable KN95 paper masks will be available as needed on the 5th floor and in the residence hall.

Protocol for Positive Cases of COVID-19

SAB requires that students and employees who test positive for COVID-19 isolate at home for 5 full days from either the start of their symptoms or the date of their positive test (whichever comes first). Students living in the Residence Hall will be moved to the isolation suite during that time. Students and employees may leave isolation and return to SAB on the 6th day, provided they have gone at least 24 hours without fever or symptoms, but they must wear a KN95 or paper mask covered by a cloth mask until 10 full days have elapsed. A negative COVID-19 test result does not reduce the 5-day isolation period or 10-day masking requirement.

Absences from class due to COVID-19 will be excused and not held against students in any way.

Students who test positive for COVID-19 should notify testresults@sab.org immediately. Just as SAB expects its community members to communicate proactively about their health, the School will also communicate proactively about the community's health. If a student or employee tests positive for COVID-19, SAB will immediately notify the NYC Department of Health of that positive case (no close contacts are identified in this DOH notification). SAB will also notify the parents/guardians of students, and/or employees, who came into contact with the infected student/employee in order to communicate the necessary personal and School responses. The individual's identity will remain confidential.

Residence Hall COVID-19 Guidelines

SAB's residence hall (floors 13-16) will be expanded to include rental floors from The Juilliard School. All of SAB's policies and guidelines also apply to spaces occupied within the Juilliard School and to all students housed therein.

In order to minimize overcrowding on move-in day (Sunday, June 25), students will be assigned move-in windows based on their last names and the School is asking families to be thoughtful about the number of people in their party on this day. On move-in day, all students, staff and visitors will be required to wear a mask throughout the Rose Building, including within student rooms and suites. The same procedures will apply for those assisting students with move-out on Saturday, July 29.

All parent orientations will be held virtually, in advance of move-in day, and will cover important health and safety guidelines as well as top level residential policies and procedures. Information about these meetings will be emailed to families.

6 isolation rooms, within two isolation suites on floors 13 and 16, are being reserved for students who have been diagnosed with COVID-19.

It is inevitable that students will contract commonplace illnesses while in our care. More than ever, students are expected to be honest, forthcoming and proactive about their health. Students are expected to notify staff if at any point in the day they begin to feel unwell. If a student is not feeling well, staff will work to assess their health needs and determine the appropriate action.

SAB's School Nurse will hold daily office hours, 7 days per week, for the duration of the Summer Course.

Sickness on the 5th Floor

If a day student becomes ill after arriving on the 5th floor, the student will be isolated from their class and placed in an SAB conference room. SAB will contact a guardian and the student must be picked up within an hour. Staff will wear a mask and stay with the student until they are picked up. The student's symptoms should be reported to a medical professional immediately. If the student is a residential student, they will be escorted to their suite by a Student Life staff member.

Stay Home if Sick or Exposed

Students and employees must stay home if they have any of the following symptoms –fever, cough, sore throat, nausea, vomiting, diarrhea, extreme fatigue, body aches, shortness of breath, lack of sense of taste or smell, or rash. Parents of day students should keep their student home and consult your medical professional, while residential students should notify a staff member; likewise, employees should stay home when sick and consult their doctor.

If a student has been diagnosed with COVID-19, you must notify SAB as soon as possible.

SAB will not penalize members of our community who proactively chose to err on the side of caution when it comes to their health or the health of the School's community.

Testing for Arrival

All students will be required to take a rapid COVID-19 test upon checking into the residence hall. Any students testing positive for COVID-19 on move-in day will be placed in an isolation suite, or may remain in the care of their parents until their 5-day isolation period has concluded. Day students will be required to take a COVID-19 rapid test prior to arriving to SAB for their first class.

Travel Restrictions/Quarantine

SAB will not require or enforce any quarantine period upon students' arrival to New York City. This decision applies to both day and residential students, and is based on evolving recommendations from the State.

Visitor Restrictions

In order to minimize unnecessary community exposure, SAB will make efforts to reduce the presence of outside guests on the 5th floor and in the residence hall. Instructions for special visitation opportunities such as residence hall opening and closing days, as well as class observations, will be provided to families in advance.

Because parents and guardians are not permitted on the 5th floor on a daily basis, those escorting their students to SAB will be required to drop them off in the Rose Building lobby. Students being picked up by a parent or guardian may wait on the 5th floor for their guardian's arrival before meeting them outside of the Rose Building.

DISCLOSURE OF INFORMATION

The law provides that “Directory Information” may be released to all parties seeking this information without prior consent of the student unless the student has specifically requested that prior consent be obtained. SAB Directory Information is defined to be name, class level, and attendance dates. Students who wish their prior consent to be sought before Directory Information is made available to third parties must make a written request to the Registrar. Address and telephone number are not part of Directory Information and may be made available only to staff.

DRESS CODE AND HAIR POLICY

As an expression of the School of American Ballet’s continued commitment to nurturing and supporting its students in their artistic and personal development, the dress code for students participating in the girls’ classes now includes *and welcomes* flesh tone tights and shoes in addition to pink tights and shoes. An environment that is diverse, equitable, and inclusive is one in which people are encouraged to be themselves. In pursuit of that spirit, the School has implemented a dress code that gives its dancers more choices.

Class Attire

Students' appearance in class is meant to be reflective of the discipline of the art of classical ballet and must always remain neat. Dancewear and shoes may be any brand or style and should be accessible, well-fitted, and compliant with the prescribed dress code. Dancewear should be washed regularly and free of excessive holes or tears. Items may be purchased at dance wear shops as well as stores like H&M, Target, etc.

Grooming

Nails must be kept trimmed and short for all students. Long nails, including artificial nails, impact the shape of the hand, prevent students from achieving certain hand movements required in ballet, and are hazardous for students while partnering in adagio class.

Students may wear nail polish, regardless of their gender identity, while in class. Nail polish may not be worn during performances or other special engagements, and those expectations will be communicated to students in advance.

Hair Guidelines

Hair should be neatly secured so that it does not inhibit students' movement or serve as a distraction during class. This expectation applies to all students regardless of gender identity or hair type. There are several different ways that students may wear their hair depending on their hair type, texture, and style.

Long hair, braids, locs, extensions, etc. should be neatly pulled back and secured away from the face and off the neck. Short hair, twists, etc. should be neatly secured away from the face (if not long enough to be secured off the neck). Any facial hair should be kept short and neatly trimmed. Facial hair may need to be altered for performances or other special engagements, and those expectations will be communicated to students in advance.

Hair accessories such as bun covers, bows, head bands, head coverings (for religious observation), and scrunchies are acceptable if they do not interfere with students' movement during class. Refer to the Hair Resource Guide for additional information and instructions.

Jewelry

Jewelry is dangerous while dancing, and should not be worn in class. Students are encouraged to leave all jewelry at home, including anklets, bracelets, necklaces, watches, and rings. Only small, stud earrings are allowed in class. Hoops and dangly earrings are not to be worn. Students wearing jewelry in class may be asked to remove it in order to participate in class. A designated box for jewelry will be placed in each studio for students who need to remove jewelry during class. Students may collect their jewelry from the box at the end of their class. No jewelry of any kind is allowed during performances.

For Students Participating in Girls' Classes

Students are required to adhere to the dress code outlined below for each of their classes. Whenever possible, the color of tights and shoes (ballet slippers and pointe shoes) should match. Students may wear canvas or leather ballet slippers.

Leotards may be in any style and should be plain (no graphics, embellishments, or attached skirts). Leotards may not be velvet, lace, or velour and should not include any trim or areas featuring a different color. Warm-up clothing, including legwarmers, may not be worn during class.

The age ranges provided here are general, as class placement is not based on age alone. Please keep in mind that it is difficult to know precisely which age/clothing category a student will fall into until class placements are assigned at the start of the Summer Course.

Class	Dress Code	Shoes
Technique Class	Black leotard and pink or flesh tone full-footed tights worn underneath the leotard	In general, 15-18-year olds wear pointe shoes for all Technique classes. 12-14-year olds generally wear ballet slippers. All shoes may be either pink or flesh tone.
Pointe or Variations	White leotard, white practice skirt, and pink or flesh tone full-footed tights worn underneath the leotard	Pointe shoes for all levels
Partnering (Levels III-VII, ages 14-18)	White leotard, white practice skirt, pink or flesh tone full-footed tights worn underneath the leotard	Pointe shoes for all levels
Character Class (Levels I-III, ages 12-14)	Black leotard, black character skirt (multicolor trim okay), pink or flesh tone tights	Character shoes with heels
Pilates	Workout clothing-leotards, sweats, shorts, yoga pants, t-shirts, etc. of any color (no writing or graphics on t-shirts or pants)	
Contemporary (Levels III-VII, ages 14-18)	Leotard in any solid color (no patterns), flesh tone or pink full-footed tights worn underneath the leotard or	

	black stirrup/ankle-ankle length tights worn over the leotard, black or flesh tone socks	
Choreography Composition (Levels VI and VII, ages 16-18)	Leotard in any solid color (no patterns), flesh tone or pink full-footed tights worn underneath the leotard or black stirrup/ankle-ankle length tights worn over the leotard, black or flesh tone socks	

For more information on flesh tone and pink pointe shoes now available from Freed of London, refer to Pointe Shoe Purchases on page 52.

For Students Participating in Boys' Classes

Students are required to adhere to the dress code outlined below for each of their classes. All students taking boys' classes should bring white t-shirts, black tights, black or white socks, black or white ballet slippers, jazz shoes and workout clothes. Students may wear canvas or leather ballet slippers. Warm-up clothing, including legwarmers, may not be worn during class.

The age ranges provided here are general, as class placement is not based on age alone. Please keep in mind that it is difficult to know precisely which age/clothing category a student will fall into until class placements are assigned at the start of the Summer Course.

Class	Dress Code	Shoes
Technique/Variations Classes	White t-shirts, long black tights, white or black socks	White or black ballet slippers
Partnering (all students taking boys' classes)	White t-shirts, long black tights, white or black socks	White or black ballet slippers
Character Class (INT Men, ages 12-14)	White t-shirts, long black tights, white socks	Jazz shoes
Weight Training (2x per week)	Workout clothes: sweats, shorts, t-shirts (no writing or graphics on t-shirts/pants)	

Pilates	Workout clothes: sweats, shorts, t-shirts (no writing or graphics on t-shirts/pants)	
Contemporary/Choreography Composition Classes	Leotard or t-shirt, long tights in any color (no patterns), flesh tone or black socks (no writing or graphics on t-shirts)	

Dress Code Resources and Retailers

Leotards, tights, and shoes may be purchased from any retailer and do not need to be a specific brand/style. Students may wear canvas or leather ballet shoes. Below are some retailers for ballet class attire for all students:

Bloch: <https://us.blochworld.com>

Capezio: <https://www.capezio.com>

Discount Dance: <https://www.discountdance.com>

Freed of London: <https://www.freedoflondon.com/us/>

SoDanca: <https://www.sodanca.com>

Below are some retailers for tights in black, flesh tone and pink shades:

Ballet Cafe Naturals offers seven shades of convertible tights. <https://www.balletcafenaturals.com>

Blendz Apparel offers tights and shoes (leather and canvas) in four shades.

<https://blendzapparel.com>

Body Wrappers totalSTRETCH Convertible tights are available in four shades. https://www.discountdance.com/dancewear/style_A81_html?pid=10045&shop=Style&rfilter=Age%23Womens%3ACategory%23Tights&SID=1573027513

Body Wrappers Boys Tights

<https://bodywrappers.com/collections/tights-boys>

Capezio Ultra Soft Transition tights available in sixteen shades:

<https://www.capezio.com/ultra-soft-transition-tightr>

Capezio Boys Footed Tight

<https://www.capezio.com/footed-tights-boys>

Freed of London tights are available in 15 shades: <https://freedusa.com/ballet/tights-socks.html>

Below are some resources for shoes for all students:

Blendz Apparel Changé Views Ballet Shoes (canvas and leather)

<https://blendzapparel.com/collections/ballet-shoes>

Bloch's Childrens Performa Stretch Canvas Ballet Shoes available in six shades:

<https://us.blochworld.com/collections/children-dance-shoes-ballet/products/childrens-performa-stretch-canvas-ballet-shoes-coffee-canvas>

Capezio's Hanami Ballet Shoe available in four shades:

<https://www.capezio.com/hanami-ballet-shoe-child>

Freed of London pointe shoes are available in 4 shades: <https://freedusa.com/ballet/points-shoes/html>

Hair Resource Guide

All students must keep their hair neatly pulled back and away from the face. There are many ways to style hair for ballet class and SAB does not require a specific style to be worn.

Buns, French twists and braids are popular options for students participating in girls' classes.

Buns will require a snug ponytail and hair pins. Hairnets are not required. Hairpins can be purchased at your local Duane Reade or CVS and at dance retailers like Discount Dance.

[3" Hair Pins - Accessories | Bunheads BH440 | DiscountDance.com](#)

For curly and natural hair: Start with a snug ponytail. Split it in the center and fan it out, then roll it into a bun shape (a sock roll or bun sponge can be helpful here but is not required). Secure all around the perimeter with hairpins, inserting one end of the hairpin into the bun and the other end into the surrounding hair to secure the bun to the head. A hairnet wrapped around the bun is helpful in eliminating loose ends or flyaways, especially for short hair or hair of multiple lengths.

<https://www.youtube.com/watch?v=Ef0AW8oPLag>

Braids/twists/locs/extensions: Begin with a snug ponytail at the crown of the head. (Elastic headbands or heavy-duty rubber bands work well for achieving ponytails with thick or heavy styles.) Split the ponytail in the center and fan it out; then, starting at the top, roll it firmly under and around to form a bun shape. Depending on the style and length of hair, it may be helpful to secure the bun with another hair elastic or rubber band before pinning. Secure all around the perimeter with OPEN hairpins (not bobby pins), inserting one end of the hairpin into the bun and the other end into the surrounding hair to secure the bun to the head. Covering the bun with a hairnet can help to eliminate loose ends or flyaways.

Cornrows: Hair may be cornrowed into a bun or ponytail which can easily be pinned into a bun. Otherwise, start by securing cornrows in a ponytail; then roll and pin as described above.

Long, straight hair: Start with a snug ponytail. Twist the ponytail into a rope and coil it around the base of the ponytail, pinning as you go so the bun lies flush to the head. Covering the bun with a hairnet can help to eliminate loose ends or flyaways.

https://www.youtube.com/watch?v=IYYY4Prhs_4&t=1s

<https://www.youtube.com/watch?v=3yG7Hcozrf8>

Short Hair: Start by splitting your hair in half with a clean part down the middle. Make two ponytails next to each other at the base of your neck (or higher up if your hair is long enough). Twist both ponytails in towards each other to create a circle and pin securing in place. Use a hairnet to cover the circle and pin again. Clips and bobby pins are helpful to keep short hair away from the face.

<https://www.youtube.com/watch?v=8cBBmJy16fl>

FOOD AND DRINK

Except for bottled water, food and drink are never allowed in SAB's studios.

All students who need a small snack between classes should consume those snacks either in the cafeteria or the residence hall.

To go containers, paper bags and plastic utensils are available in the cafeteria for to go meals. Suites are responsible for managing food, waste and related cleanliness in their own spaces.

HARASSMENT

SAB is dedicated to providing all students with a safe and healthy environment, free from harassment and hazing, where they can grow both artistically and emotionally. We strongly encourage families to speak with their students about the following topics.

Harassment/Hazing

Harassment or hazing of any sort is not tolerated and will result in serious disciplinary action. Harassment or hazing is defined as verbal or physical conduct that has the effect of creating an intimidating, hostile or offensive environment for any member of the community. Any student who believes (s)he is a victim of harassment or hazing should immediately bring the matter to the attention of a member of the Student Life staff. Disciplinary responses to harassment or hazing may range from counseling to dismissal from school.

SAB also views being complacent or a bystander to this behavior as a sign of acceptance. SAB expects that students will come forward to stop or bring to the attention of the Student Life Staff any behavior that could be considered harassment or hazing. Students who witness this

behavior and do not come forward will be held accountable for their failure to respond appropriately.

Sexual Harassment & Sexual Assault

Sexual harassment is defined as unwelcome advances, requests for sexual favors or other verbal or physical conduct of a sexual nature when such conduct has the purpose or effect of creating an intimidating, hostile or offensive environment; when such conduct interferes with a person's performance; when submission to such conduct is made a condition of a person's employment or advancement; or when a person's reaction to such conduct is used for the basis of employment or decisions affecting that person.

Sexual assault is defined as any unwanted sexual contact performed with the threat or use of force or without consent.

Reporting

Both sexual harassment and sexual assault are in violation of SAB's community standards and will not be tolerated. Any student who believes they are a victim of sexual harassment or sexual assault of any kind by any member of the community should immediately bring the matter to the attention of an SAB Student Life Staff member and/or the School's Executive Director. Complaints will be put into writing and the person alleged to have acted inappropriately will be informed of the charge. The parents of involved parties will be notified. The complaining party and the accused party, as well as witnesses or other relevant persons, will be interviewed by the Executive Director and the Dean of Student and Alumni Affairs and in consultation with the appropriate officers of the School, will make a determination and inform the appropriate parties. Retaliation against anyone for bringing an issue to the administration's attention or not cooperating with an investigation will not be tolerated and may result in dismissal of a student from the School.

While the School encourages direct and open reporting, please visit www.sab.ethicspoint.com for information on how to file an anonymous report.

Disciplinary responses to either one of these offenses may range from counseling to dismissal from the School. The School complies with New York state laws and regulations with regard to

sexual harassment and sexual assault.

HEALTH CARE POLICIES

Medical Examinations

It is required that all students have a complete medical examination and submit a medical form prior to attending the Summer Course. Students will not be able to move into the residence hall and/or participate in class without submitting a medical form.

Immunizations

Due to the close proximity of the living environment, SAB requires that all resident students have received the full immunization requirement. The Student Medical Form clearly states which immunizations are required and parents should consult this form to make certain their student has received the appropriate and required immunizations. Please contact the Assistant Director of Student Life for Residential and Transitional Programming should you have any questions or concerns regarding this policy.

All Summer Course students are required to present proof of COVID-10 immunization. See Chapter 3 of this Handbook for more details related to the School's COVID-19 policies and procedures.

Communicable and Highly Contagious Diseases

Should a communicable disease affect our school or city community, SAB will minimally follow all recommendations by the Department of Health or by the Center of Disease Control. A student's ability to participate in classes or activities, visit school premises (including the cafeteria) or maintain residence in our residence hall will be determined on a case-by-case basis, regardless of their residential status.

SAB's health care providers, in consultation with key members of the Student Life Staff and the Executive Director will determine the course of action to be taken to ensure the health of our community at large. It is our expectation that families will cooperate with staff as quickly and efficiently as possible to provide support to their student and the decisions of the School.

In the interest of the health and safety of our residential community, students living in the residence hall who are diagnosed with communicable or highly contagious diseases which prove to be a health threat to other residents may be required to leave the residence hall or be moved into a residence hall isolation suite until they have regained their health.

MEDIA AND PHOTOGRAPHY POLICIES

Parents and guardians are asked to notify SAB's Director of Public Relations, Recruitment and Outreach *in advance* of any pending media coverage not arranged for by SAB that concerns any aspect of their child's training at SAB so that SAB may provide accurate background and factual information to reporters.

Media Release

The enrollment agreement signed by parents prior to the start of the Summer Course includes a Media Release. The release acknowledges that SAB may photograph or film students, or may invite media outlets to photograph or film students, at various times throughout the year in class, rehearsal or elsewhere within SAB's facilities. All media outlets that visit the School and interact with students are supervised by SAB personnel.

Non-SAB Modeling and Photography

There is currently a proliferation of photography, both professional and amateur, featuring ballet students dancing or posing (on pointe and in ballet slippers) on unsafe surfaces in non-traditional settings such as parks, streets, beaches, lawns, etc. SAB strongly advises parents and students to consider this type of modeling activity as unwise for any student who is serious about his/her ballet training and the pursuit of a professional dancer career. Any injuries, minor or major, resulting from such modeling will inevitably undermine a student's progress in the classroom. SAB is concerned about the safety and well-being of our students and firmly believes that modeling activities which put health and safety at risk should not be pursued.

Our policy on non-SAB modeling and photography also reflects the belief that it is neither appropriate or safe for students to be alone with semi-professional or professional

photographers without a supervising adult present. As such, and out of concern for the safety and wellbeing of students in our care, SAB will not permit any resident student to go out on a “shoot” with any professional or semi-professional photographer without an adult guardian present. Any student who falsifies sign out permissions to go on such a “shoot” will be subject to disciplinary measures.

The School strongly advocates that day student parents adhere to these same standards.

Photo and Video Policy

The taking of photos and videos by students, parents and other visitors within SAB’s facilities on the 4th, 5th and 6th floor of the Rose Building is strictly prohibited. All visitors are expected to adhere to this policy. Students should assume that the “no photography/videography” policy is in effect at all times unless informed otherwise.

This policy has been increasingly disregarded by students in recent years as a result of the omnipresence of smart phone cameras. As a result, SAB has enacted new disciplinary measures for students who do not follow the policy. Any student found to be in violation of the photo/video rule, either by virtue of their appearance in unsanctioned photos taken by another student, or by the active taking of photos/videos featuring other students will be required to miss one class. Parents will be notified that this discipline has been enacted and SAB faculty members will be informed as to the reason the student is not taking class.

SAB hopes that parents will discuss with their students the seriousness of this rule and stress the importance of complying with the photo/video policy. Students should recognize that by violating this policy they will be wastefully and needlessly undermining their training progress. SAB reserves the right to enact an alternate disciplinary measure for students who violate the photo/video policy while already sitting out of classes due to injury.

Social Media Policy

While Social Media outlets such as Facebook, Instagram, Twitter, Snapchat, YouTube and Tik Tok can be appealing tools for sharing news and photos/videos, communicating with friends and cultivating a community of individuals with similar interests, SAB has many concerns about its students’ engagement in social media forums.

First, SAB hopes that parents are actively monitoring their student's activities in these mediums and ensuring that he/she is taking the proper measures to protect the student's privacy and safety.

Second, as Social Media have blurred the lines of public and private, and even "private" or restricted accounts are often followed by thousands of "friends" (many of whom are in actuality strangers), SAB expects students to follow all parameters of the student Code of Conduct in all personal Social Media activity. SAB will consider any violations of its Code of Conduct or other rules such as the 5th floor Photo/Video policy that are apparent only through postings on social media accounts to be punishable violations. These include harassment, hazing, and violations of the drug and alcohol policy.

Finally, students should recognize that by virtue of their enrollment at SAB, they are representatives of the School and have the ability to influence public perceptions of SAB and its student body. SAB expects its students to treat others with dignity, respect and politeness in all Social Media interactions and to refrain from "publishing" images or information about other students without proper consent. Students should also take seriously the impact that their Social Media postings can make on the perceptions of peers, future colleagues and future employers. Any student who actively engages in Social Media creates a public profile and persona that could follow them for many years to come.

MEDICAL POLICIES FOR SICK AND INJURED STUDENTS

The Student Life staff has a network of medical resources available to students. We also have relationships with a number of physicians who specialize in working with young dancers.

For resident students, the Residence Life staff will make arrangements for medical appointments if necessary. If further treatment is referred at that time, assistance will be provided in securing the necessary appointments and arrangements. A Student Life staff member will accompany students, as time and scheduling permits, to appointments with these medical resources and to any referrals they make. SAB staff members who accompany students to appointments will communicate directly with the faculty about a student's

diagnosis and recommended treatment and will also communicate with parents before, during and after every visit. Parents and guardians should contact Student Life staff before making any appointments on their own.

While most of these medical resources are located within walking distance of SAB, it will sometimes be necessary for staff to utilize taxicabs or public transportation for appointments. Under these circumstances, the cost for transportation can be paid by SAB and then the amount will be billed to the family with reimbursement expected within 30 days of receiving the invoice.

For day students, appointment and follow-up management is the responsibility of the student's parents/guardians. Please feel free to call the School's Director of Student Life for Children's Division and Wellness Programming to inquire about the network of doctors with whom we work most closely. If your student has an injury or illness that requires class modification or absence, please also contact the Director of Student Life for Children's Division and Wellness Programming so that this information can be shared with appropriate staff and teachers.

All students are expected to adhere to the treatment advice they are given by doctors or physical therapists. For most injuries requiring rest, students will be required to observe their regularly scheduled classes.

If a student is dealing with an injury and cannot participate in class, they are expected to be in attendance and observe. If a student is working through a minor injury and cannot participate in class fully, they are expected to observe the portion of class during which they are not dancing.

Students that are ill are expected to stay home. Please note that if residential students are too ill to attend dance class, they will not be permitted to sign out of the residence hall or attend any scheduled programming.

If students or parents prefer to make medical appointments with alternative resources, all arrangements will then become the responsibility of the students' family. These arrangements

include, but are not limited to, scheduling of and accompaniment to appointments, prescribed follow-up, and assistance with insurance and billing matters.

Medication Policy

For all students residing in the residence hall, SAB requires all medications to be registered with the nurse's office, where they will be held and dispensed as needed. If a student acquires a new medication over the course of the summer, parents are required to report that medication to Student Life staff and it must be turned into the Nurse immediately.

All medication should be clearly labeled. Medications encompass both prescription and non-prescription preparations and include those taken by mouth or by inhaler, those which are injectable (epi-pen), those applied as drops to eye or nose, or those applied to skin. It will be the responsibility of the student and/or the student's family to update medical records and registered medications as changes are made. Students with Epi-Pens and inhalers will be allowed to keep those items in their possession at all times.

The unauthorized or inappropriate use, possession or distribution of prescription or over the counter medications is strictly forbidden and is a violation of the code of conduct as specified in this handbook.

Physical Therapy

Adrienne Gregorek is the School's physical therapist. Her hours, as well instructions for making an appointment, will be posted throughout the 5th floor and the residence hall. If you have an injury, you may see the physical therapist for an initial evaluation. The physical therapist will evaluate the injury and may consult with you regarding self-care for the injury, which may include stretching and strengthening exercises. If your injury needs more in-depth treatment, the physical therapist will refer you to a doctor for further evaluation.

Medical Confidentiality and Health Concerns

SAB believes that the family is an important part of the health care team. Parents are kept informed of any issues regarding a student's health. Often the nurse or a member of the Student Life staff will contact the family regarding student health concerns, and students are encouraged to be in communication with their families as ailments and injuries arise. At times,

sensitive issues which a student may feel unable to discuss with their family are brought to our staff's attention. In such situations, in accordance with New York State law and in order to provide timely information and treatment, the student's request for confidentiality will be respected. The student will be encouraged to understand their parents' concerns, and support will be offered to aid the student in discussing sensitive issues with parents.

If the School has a concern about a student's weight and/or eating habits, they will be required to meet with the Director of Student Life for Children's Division and Wellness Programming. The student's parents/guardians will also be contacted. Given the length of the Summer Course and SAB's focus on student health, students who are struggling with weight or eating habits may be required to return home early to receive appropriate medical consultation and care with the support of their family. This decision will be made in consult with the school nurse, SAB's Executive Director and Dean of Students, and appropriate artistic leadership.

Medical Leave

A Medical Leave may be initiated by SAB or requested by the student/parent for any medical or psychological issues that the School and/or student/parent deem serious enough to warrant a leave. A Medical Leave must be coordinated through the Dean of Students. When the physicians/counselors and Dean of Students feel the student is ready to return to SAB, each of these individuals must communicate in writing to the Executive Director their recommendations and all other pertinent information, including any conditions and/or limitations placed on the student's return, such as a participation in on-going treatment. All of this written information will be reviewed and students may return from medical leave only with the approval of the School of American Ballet. The family will be contacted once a determination has been made. Upon return to SAB, the student will meet with the appropriate school personnel to help the student re-enter school life as smoothly as possible and to discuss any on-going issues. No refunds will be given for a medical leave whether the leave is required by the School or requested by the family.

VISITATION ON THE 5TH FLOOR

The 5th floor will open to students promptly at 9:00am, Monday-Friday, for students who have a 9:30am class. On Saturdays it will open at 8:30am for students with classes beginning at 9:00am. At the end of each day, students should exit the 5th floor within 15 minutes after the last class has ended. When classes are not in session (i.e. after hours or on days when classes are canceled), students should not be on the 5th floor unless they are attending a staff supervised program/activity, or a faculty supervised rehearsal.

Parents or guardians escorting day students to the School will be required to drop their student off in the Rose Building lobby. Parents or guardians needing to visit with a School staff member on the 5th floor should arrange an appointment in advance so that their arrival may be properly communicated to the Rose Building Security staff. Proof of vaccination will be required for any in-person meetings within the Rose Building.

CHAPTER FOUR: ADDITIONAL INFORMATION

CAFETERIA

The School of American Ballet and The Juilliard School operate a cafeteria on the 3rd floor (lobby) of the Rose Building. The two schools have contracted with AVI FRESH, a food service company, to provide meals for their students. The cafeteria's services are available to residential students (who will all have meal plans), as well as day students who wish to make a la carte purchases.

Purchased food may be enjoyed in the cafeteria or be taken "to-go" back to the residence hall or beyond the Rose Building. Residential students wishing to dine outside of the Rose Building must sign out of the residence hall before visiting the cafeteria. Meals may not be consumed on the 5th floor.

For residential students, a meal credit includes an entrée, two sides, dessert (or hand fruit) and a beverage. If students ever have questions about whether an item is considered an entrée or a side, they can always ask a member of the Café staff. The times listed below indicate the hours when residential students may visit for the designated meals.

	Monday-Friday	Saturday	Sunday
Breakfast	7am-10am	7am-10am	-
Brunch	-	-	10:30am-2:30pm
Lunch	11am-2:30pm	11am-2:30pm	-
Dinner	4:30pm-7pm	4:30pm-7pm	5pm-7pm

The Café will be open between meal times for the purchase of a la carte snacks or beverages only.

Proper foot wear and cover-up clothing will be strictly required in the cafeteria. Furthermore, New York State law requires that patrons wear shoes, shirts and/or other forms of wraps to enter the cafeteria. Students must wear something over their leotard and/or tights. **Slippers and pajamas are not permitted.**

The 11th floor lobby of the Residence Hall houses a small market, operated by AVI FRESH, called Market C. Market C offers snacks and beverages that are meant to supplement students' already robust meal plans. Residential students may purchase items at the Market C register (which utilizes self-checkout technology) using cash or card or they may pay with cash or card. Market C is available for day students as well. Market C is considered "outside of the residence hall" and students may not visit it after their first curfew.

AVI maintains a strong commitment to accommodating dietary restrictions and allergies.

Questions or concerns regarding the Café should be directed to Nate Guarino, Assistant Director of Student Life for Residential and Transitional Programming (nguarino@sab.org).

CLASS OBSERVATIONS

While SAB is closed to visitors for the majority of the 5-week Summer Course, students may have two visitors (no younger than 8 years old) observe their morning and afternoon ballet classes on select days throughout July. Our 2023 class observation dates will be July 7, 14, 21, and the entire final week of Summer Course (July 24-July 28). For security purposes, visitors must sign up for class observation in advance. We will make the reservation form available to parents closer to the start of the program. SAB is typically able to accommodate all class visit requests for the scheduled observation dates so it is not necessary to wait for confirmation before formulating your travel plans.

Questions about Class Observations should be directed to Julia Sandke, Artistic Assistant (jsandke@sab.org).

FIRE SAFETY AND BUILDING EVACUATION

Meetings will be conducted for all students at the beginning of the Summer Course to discuss fire safety and evacuation procedures in case of an emergency. Additionally, evacuation drills will be held on the 5th floor and in the residence hall at the start of the Summer Course. In the event it is necessary to evacuate the building or the Lincoln Center Campus during an actual

emergency, SAB has set up a safe haven. All students will be directed this location in the event of such an emergency: **Blessed Sacrament Church, 152 W. 71st St. (bet. Broadway & Columbus)**

IDENTIFICATION CARDS

Every student must have a School-issued photo identification card. ID pictures for all students must be submitted digitally prior to the start of the Summer Course so that ID cards can be distributed on move-in day or the first day of classes. Information on how to submit pictures will be available to families via the SAB website.

Students must keep their ID card with them at all times. Lincoln Center Security may ask for identification and students will need to show their cards at these times. For resident students, a meal plan bar code will be affixed to the back for use in the cafeteria.

The ID card includes the phone numbers for the Residence Hall and the 5th Floor reception desk. The numbers are on the card for students' convenience and safety. In the event an ID is lost, a replacement card costs \$10 and can be obtained from the Receptionist. A students' inability to pay should not prohibit them from seeing a Student Life staff member to request a new Student ID.

INTERACTION WITH SAB DONORS/BALLET FANS

While SAB has many donors whose support is valuable, SAB does not permit donors to interact with students (email, phone, social media, in person) unless accompanied by an SAB staff member. Should a donor reach out to you in any of these ways, you must let a staff person know as soon as possible so that we may speak with the donor to remind them of our policies. Furthermore, SAB students are very recognizable on campus, and for their own security students should not engage in extended conversation with ballet fans or SAB donors on campus or elsewhere. If you ever have questions or concerns about anyone who approaches you on or off campus, be sure to report that to a staff member immediately.

LINCOLN CENTER SECURITY

Lincoln Center provides uniformed security officers who patrol the entire Lincoln Center campus, including the Rose Building. Lincoln Center security maintains two security desks within the building, one at the lobby level and one at the 11th floor. A Security officer is also stationed on the 5th floor during hours of operation as well as the residence hall desk overnight from 12am-8am. It is very important for you to remember that these officers are here to protect you. If you have a problem, feel unsafe or encounter anyone who is disturbing you, you should go to the nearest officer and report your problem to them.

As part of their duty to protect you, the officers have been given very strict instructions on monitoring who is given access to the Rose Building and our facilities. As such, guards are likely to engage with you as you come and go from our facilities. Ignoring an officer's requests or becoming upset with the officer's requests is prohibited. Lincoln Center Security officers should be respectful and courteous to you, and you to them. If you feel a Lincoln Center officer treated you unfairly, please let a member of the Student Life staff know.

LOST AND MISSING ITEMS

Please be aware that SAB is not responsible for lost or missing items that are left unattended. We strongly suggest that resident students leave valuables locked in their rooms. Found items will be turned into the lost & found located at 5th floor reception. Students should label all of their clothing or other dance items with their names in case items are misplaced.

MEDICAL SERVICES

The School has a nurse who is on the premises seven days a week. The nurse's office hours will be posted. Any student, resident or non-resident, may see the nurse during her office hours. Her office is located on the 14th floor of the Residence Hall.

The Office of Student Life keeps a list of mental health practitioners who specialize in working with adolescents and young adult performers. Please see a member of the staff for a referral. All inquiries are strictly confidential.

Some doctors require payment for services at the time of the visit. You should be prepared to pay upwards of \$150 for these services. If you have an insurance claim form, the doctor may accept that in place of payment.

If you have an HMO, you may want to find a doctor in New York City who will accept your HMO plan as payment. Not all HMOs operate in all areas, and finding a doctor can be complicated. Please ask for help if you need it.

SUPPORTING SAB

SAB is a non-profit organization that relies on the support of generous individuals – including parents – to provide our talented young dancers with unparalleled ballet training, Student Life resources, and state-of-the-art facilities. Many parents support the School by making a tax-deductible donation, for which they receive membership benefits throughout the following year. The money raised from these efforts is essential in helping SAB bridge the very real gap between tuition and the actual cost of running SAB. Gifts may be made through SAB's Development Office at (212) 769-6614 or at www.sab.org.

There is no correlation between parents' personal gifts to the School and admissions or placement decisions. There is an impenetrable wall separating the fundraising activities of the School from its artistic functions.

TRASH

Trash containers are located throughout the 5th floor. Students are responsible for disposing of trash they generate before, during, and after class (e.g. empty water bottles, band-aid wrappers, used paper towels, shoe padding, etc.) These items should not be left on the floors of lounges or dance studios.

While we have a cleaning service that comes to clean each night, we would also like you to take pride in the appearance of your school: if you see trash lying about, please pick it up and throw it away.

The Residence Hall has large trash containers in the laundry rooms. Please put your trash in these containers.

WINTER TERM ADMISSIONS

During the Summer Course, SAB's faculty will collectively identify students who show strong potential for successful training in the School's 10-month Winter Term. In order to be eligible for SAB's winter residential program, a student must be a rising 9th grader who is no younger than 14 as of Fall 2022. Residents of the New York metropolitan area who are 12 or 13 may also be considered for invitations to the Winter Term as day students. The faculty's assessment of all students will occur automatically; there is no sign-up or application form necessary for consideration. An SAB staff member will contact the parents of selected students during the Summer Course should the faculty wish to extend a Winter Term training invitation. Note that summer students who do not receive an invitation are not eligible to attend SAB's open fall audition as they will have already been considered for the upcoming Winter Term. Please visit the Winter Term FAQ in the Summer Course log-in area on sab.org for a more detailed description of the Winter Term invitation process, including information on academics and financial aid.

CHAPTER FIVE: THE RESIDENCE HALL

During the summer, The School of American Ballet operates a multi-floor Residence Hall within the Meredith Willson Residence Hall, the high-rise tower of the Rose Building. Floors that do not include suites for SAB students are occupied and operated by the Juilliard School, are not considered part of the SAB Residence Hall, and are off limits to SAB students.

The SAB Residence Hall is a community of shared spaces and expectations. Please remember that the SAB Residence Hall is home to your fellow students and staff members. Be courteous, respectful, and quiet while in the Residence Hall.

Because we share elevators with the Juilliard Residence Hall, we must remember to be courteous to our neighbors from The Juilliard School. We also share the security checkpoint on the 11th floor with Juilliard. The guards assigned to the checkpoint are there for your security. Please help them do their job by complying with their requests and always carrying your access card and ID card. Disciplinary penalties may accrue if you do not carry your access card.

ACCESS TO THE ROSE BUILDING AND RESIDENCE HALL

On move-in day, students will be given three important items that they should always carry with them as they come and go from the Rose Building and the Meredith Wilson Residence Hall facilities. Their access card will ensure efficient access through the building's security turnstiles, their room keys will ensure that their rooms are properly secured as they enter and exit, and their Student ID, in addition to designating them as a member of our community, will display their meal plan bar codes. We recommend that students keep all three of these items on the lanyard they will be given upon moving into the residence hall, which should be carried with them at all times.

If any of these items should be lost or misplaced, students should promptly see a member of the Student Life staff. Access cards cost \$20 to replace and room keys cost \$25 to replace. All lost keys, access cards, or student IDs should be reported to a Student Life staff member

immediately. A student's inability to pay should never keep them from reporting a lost or missing item.

CHECK-IN

At check-in, you will be given your room key and a building access card. You are not permitted to take the beds apart or remove any furniture from your room. Problems with rooms or suites should be reported to a Residence Life Staff member.

If you lose your room key or access card you must report this immediately to a staff member. Room keys cost \$10 to replace. Access Cards cost \$20 to replace.

CHECK-OUT

All students must check out of the Residence Hall by 12pm on Saturday, July 29. Students can check out prior to this date by requesting an early dismissal from the Registrar, and then by making arrangements with a member of the Residence Life staff.

To complete check-out, a student must:

- Have everything packed and ready to move out.
- Have cleaned the room.
- Have returned all furniture to its original placement in the room.
- Have turned in keys and access card to the front desk.
- Sign out "Home" on their sign out card.

Students who do not check out properly will be subject to a fine. Students who are not out of the Residence Hall by 12pm on July 29 will be fined for late check-out. These fines begin at \$100.

COMMON AREAS

The residence hall is equipped with several lounges where students can spend time together between or after classes, watch television or movies, or attend an in-house program. These lounges, on the 13th floor and on all Juilliard floors, are the community's responsibility and failure to care for the facilities or dispose of trash could result in their temporary closure. While the televisions are not cable-equipped, students may use their personal accounts to stream television and movies. Remotes are available for check out at the 14th floor desk. While the residence hall is equipped with a common-area kitchen, those facilities are not available to Summer Course students.

CURFEW

Nightly curfew regulations vary depending on the age of the student and are facilitated by Residence Life staff members.

The first level of curfew is called "Check-in". Check-in requires students to physically come to the 14th floor desk and be checked in by a staff member at the times listed in the chart below. Students are not allowed to leave the residence hall after they have checked in. Students 17 and older do not need to "check-in", but will be required to adhere to the second and third levels of curfew.

The second level of curfew is called "Suite Checks". At Suite Checks all students are required to be in the suite where they reside. A group of staff members will come to each suite and verify each student's presence in the suite. After this time, students are not permitted to leave their suites. A student found outside of his/her suite after curfew will be subject to disciplinary action. If you need assistance after this time, contact the staff members on duty at the 14th floor desk.

The final curfew each night is "Lights Out". A staff member will key into each suite and bedroom to make sure that every student is in their bed with their lights out.

Curfew Times

	Check-In	Suite Checks	Lights Out
Students Age 12-13	8pm (9pm on Fri./Sat)	10pm (11pm on Fri./Sat)	11pm (11:30 on Fri./Sat)
Students Age 14-16	9pm (10pm on Fri./Sat)	10pm (11pm on Fri./Sat)	11pm (11:30 on Fri./Sat)
Students 17 and older	X	10pm (11pm on Fri./Sat)	11pm (11:30 on Fri./Sat)

Students attending a program will be checked in for curfew by the staff member on-duty upon their return to the Residence Hall.

If you are signed out of the building and feel you are going to be late for curfew, you must call the Residence Hall (the number is on your ID card) and speak with the staff person on duty. However, calling does not excuse a violation of curfew.

PLEASE NOTE THAT NO CURFEW EXTENSIONS WILL BE GRANTED DURING THE SUMMER COURSE.

GETTING MONEY

There are several ATM machines located within a short distance of SAB. For residential students without an ATM card, we suggest that you store your money with Student Life staff in the staff-operated “bank”. On move-in day you will be given the opportunity to leave an envelope containing cash and instructions for disbursement with our desk staff. This money will be locked securely with the Assistant Director of Student Life for Residential and Transitional Programming for the duration of the Summer Course. Monday through Friday, students may visit the 14th Floor Desk between the hours of 8am and 5pm to withdraw money from the bank. During these hours and these hours *only*, students may retrieve their money in accordance with the provided parental instructions for amounts and frequency of withdrawal. Students should plan ahead for their withdrawals, taking into account their class schedules, upcoming trips and weekend plans. Envelope balances will be verified at each withdrawal and remaining monies will be returned to parents on move-out day. As we are unable to “make change”, funds left

with SAB must be congruent with instructions for their dispersing. For example, do not leave only \$20 bills if instructions are to disperse \$15 weekly.

HOUSEKEEPING

In common areas (lounges, kitchens, hallways) housekeepers take out the trash and vacuum daily. They also clean the laundry rooms and public rest rooms twice per week.

The housekeeping staff will clean the suite bathrooms once weekly, on Wednesdays between 10am and 2pm. You must remove all personal items from the bathrooms prior to posted cleaning times. If you leave your items in the bathroom, the staff will not clean it.

On floors 13-16, trashcans must be taken to the laundry room for daily emptying. We recommend students in these suites take turns with nightly trash duty to share responsibility for cleanliness. Laundry rooms are centrally located on each of these four floors. On the Juilliard floors, trash is collected daily from the hallways just outside of each suite door. Students in these suites must make sure their trashcans are placed outside of their suite door nightly.

LAUNDRY FACILITIES

Floors 13-16 are each equipped with two washing machines and two dryers. Because a laundry fee was included in your room and board payment, washers and dryers do not require any additional payment at time of use. Please notify a Residence Life staff member if you have any problems with the laundry machines. Please place names or initials with permanent marker on all clothing and dancewear. Many of our students are similar in size and wear the same brands of dancewear/SAB branded items. SAB is not responsible for items that go missing from the laundry rooms. Labeling your clothing is incredibly important.

For some students, doing their own laundry may be new. If you need assistance using the machines or doing laundry, please see a Student Life staff member at the 14th Floor Desk for help.

There are more students than there are laundry machines. For this reason, laundry room etiquette signs will be posted in the laundry rooms, asking students to do the following when using the laundry facilities:

- Set a personal timer for your washer/dryer cycle.
- Remove items from the machines as soon as the cycle ends.
- Do not begin laundry when you do not have the time to complete it.
- Empty the lint trap before using the dryer.

LEAVING THE BUILDING: SIGNING IN AND OUT

All students are required to fill out a sign out card and receive staff permission anytime that they wish to leave the residence hall. To sign out, you will provide: the date, the location(s) you wish to visit, the people you will be travelling with, how you will travel to your destination, the time you are leaving and the latest time you anticipate returning. A member of the Student Life staff will then ensure that the outing aligns with your parental permissions (provided on the Student Permission Form) and decide whether or not to grant you permission to sign out. Upon granting permission the staff member will initial your card and begin monitoring your return time. **Failure to follow this procedure and/or leaving the building without proper permission may result in dismissal from the residence hall.**

From time to time during the summer, you may want to go somewhere that is not designated on your parental permission form. In such a situation, we will need to speak to your parents and receive their permission. We reserve the right to make the final decision as to whether you will be allowed to go where you want to go. While staff may be more conservative than parents or guardians have requested, staff will never be more liberal with student permissions without speaking directly to the parent/guardian.

MAIL

Mail is delivered to the Residence Hall each weekday. In order to assure your mail reaches you, please use the following addresses. Please note that there are two mailing addresses for the School, depending on the shipping service used.

United States Postal Service:

Student Name

School of American Ballet Residence Hall

70 Lincoln Center Plaza, 14th Floor

New York, NY 10023-6592

UPS, FedEx, DHL, etc. (recommended for more urgent mail):

Student Name

School of American Ballet Residence Hall

165 West 65th Street, 14th floor

New York, NY 10023-6592

After the summer program ends, all mail will be returned to the sender. Please inform your family and friends that they should not send letters to you that will arrive after this time as you will not receive them.

MAINTENANCE CONCERNS

If you have a problem with anything in your suite, come to the 14th floor desk and ask the staff member on duty to submit a work request. Do not try to fix problems yourself. If your toilet is overflowing or your drain is blocked and spilling water onto the floor, tell a member of the staff IMMEDIATELY.

Because the building engineers have responsibilities in other parts of the Rose Building, they may not be able to attend to maintenance concerns as quickly as you might like; however, most problems are fixed within a day.

MEAL PLANS

SAB and The Juilliard School partners with AVI Fresh to provide meal services to our students. Each resident student has a meal plan that includes 20 meals per week (three meals per day Monday - Saturday and brunch and dinner on Sunday). There are six stations in the cafeteria (e.g. Grill, Deli, Salad Bar, etc.) that serve a wide variety of entrees for students. Each meal swipe includes an entrée and two side items, one dessert item (or hand fruit) and a beverage. Student Life staff will be in the cafeteria during the first few days of the Summer Course to help students acclimate to the meal plan, introduce them to staff, and answer any questions.

Additional items are available in the cafeteria that are not included on the meal plan (such as bottled beverages, protein bars, etc.) These items can be paid for in cash, with credit cards, or on a student's declining balance (DB) account. A DB account is optional and is money that is added by the family to a student's meal card so that they have the flexibility to purchase additional items sold in the cafeteria that may not be included on the standard meal plan. Parents wishing to add money to their student's DB account should contact the Assistant Director of Student Life for Residential and Transitional Programming (nguarino@sab.org).

Market C, an open concept convenience market is also operated by AVI Fresh and is available for supplemental snacks and beverages, with cash or card kiosk payments. The market is located on the 11th floor of the residence hall and students may not visit Market C after they have checked in for curfew.

Bagged meals will be provided for resident students who are isolating or quarantining due to illness. They will also be provided for resident students attending trips away from SAB during meal times.

Students are only allowed to use their own meal swipes and may not give their meal swipes to another student, or swipe and pick up meals for another student.

OFF-LIMITS AREAS

While you are in the Rose Building, we ask that you respect your neighbors in the building. Because we don't want people from other areas of Lincoln Center walking into our area of the building, we require that you give them the same courtesy. The following areas are therefore off-limits to SAB students:

- Floors 6 - 10 of the Rose Building
- The Juilliard School
- The Juilliard Residence Hall—this includes the 11th floor lounge, computer lab, all Juilliard practice rooms, and all Juilliard floors where SAB students are not housed.

QUIET HOURS

The Residence Hall should be a relatively peaceful place at any hour of the day or night. However, after the last curfew, we expect each floor to be quiet so all residents can get the rest they need. Our rule of thumb is that if we can hear you outside your room when the door is closed, you are being too loud. Please respect your neighbors and keep all noise to a minimum. Disciplinary consequences may result if a student or suite need to be reminded, constantly, to adhere to quiet hours.

ROOM ENTRY BY STAFF

In addition to other specific situations mentioned in this policy and in the Residence Hall Agreement, SAB and Lincoln Center reserve the right to enter any room without advance notice for the following reasons:

- Room inspection

- Curfew
- Smoke or fire coming from a room
- Water coming from a room
- Concern that you or someone in your room is in a threatening situation or in immediate danger
- Reasonable suspicion of a policy violation
- Maintenance or repair work

SAB and Lincoln Center also reserve the right to enter your room in situations where repair or maintenance work needs to be done. In these cases, we will try to contact you first, but if you are not in the building we will need to enter the room to complete the work.

The following are absolutely forbidden in the Residence Hall and will be removed immediately if found:

- Candles or incense
- Halogen lamps
- Dismantling beds
- Stickers on the walls or doors
- Lighter Fluid
- Pets of any kind
- E-bikes or electric scooters (prohibited on Lincoln Center campus)
- Coiled appliances (toasters, hot plates, induction cooktops, space heaters, etc.)

ROOM INSPECTION

Each Sunday, the Student Life staff will conduct room and suite inspections. The purpose of these inspections is to make sure your room and suite are clean and that you are not violating any New York City health or safety codes. When performing room inspections, we will look for the following: All clothes must be in their proper places (dirty clothes in laundry bag or basket, clean clothes in closet or drawers), any food in the room must be in sealed containers, and

excessive dirt or other messes in the room must be removed and cleaned. If a room or suite does not pass room inspections, all students residing in the bedroom or suite will have their sign-out cards pulled until their space is cleaned and inspected by a Student Life staff member. They will not be able to sign out of the building until the space passes inspection.

SEXUAL ACTIVITY POLICY

The School does not condone sexual activity between teenagers and believes that it is inappropriate for students to engage in such activity. No such activity will be tolerated during the Summer Course. Failure to comply with this policy will result in disciplinary action, and, in accordance with the School's policies, will also result in the notification of parents.

SHIPPING BOXES IN ADVANCE

In order to ease the move-in process, students are allowed to ship boxes to the School one week in advance of move-in day. Boxes will be delivered to student rooms in advance of their arrival and must be reasonably sized and manageable for one person to lift and carry. Boxes may arrive no earlier than Tuesday, June 20 and we recommend using UPS or FedEx and tracking your shipment. Ship boxes to:

Student Name

SAB Residence Hall

165 West 65th Street, 14th Floor

New York, NY 10023

In the final week of the Summer Course, students can arrange for boxes to be shipped home. Residence Life staff will sell shipping boxes at \$5 each (cash only) and can help students arrange shipping details. These transactions are arranged through UPS and require the use of a credit or debit card. Instructions are made available throughout the residence hall and staff is available to assist with this process. The final day for a student to bring a box to the 14th floor to arrange

for next day pick up is Thursday, July 27 at 4pm. This deadline is strictly observed. No boxes are accepted after this time.

Please note that if the School receives any charges related to your student's shipped boxes following their departure, these charges will be your family's responsibility.

TAKE OUT DELIVERIES

On the Upper West Side there is an abundance of restaurants that deliver to the Residence Hall. Delivery people are not allowed to come into the Residence Hall, so all deliveries must be met at the 3rd floor security station. Please be considerate of the delivery person by tipping them. 15% is a common tip.

Be sure to give the name of the building (Rose Building) and the street address (165 West 65 St., between Amsterdam Ave. and Broadway) when you place your order. Also include your name, suite number and phone number so the 3rd floor security guard knows whom to call when your food arrives. TAKE OUT ORDERS MUST BE PLACED AT LEAST 1 HOUR BEFORE FIRST CURFEW.

Students must also be present to receive any deliveries from bulk food services such as Amazon Fresh or Instacart. Staff cannot receive these deliveries on the behalf of students.

VISITATION POLICIES

Non-Resident Guests in the SAB Residence Hall

Only SAB students are permitted to enter the Residence Hall. Students must meet their guests at the 14th floor desk area. Unfortunately, parents, guardians or adult relatives (i.e. Aunts, Uncles, etc.) are not allowed in student rooms during the Summer Course. Such persons are only allowed beyond the 14th floor desk on select dates to help students settle in and prepare to leave at the conclusion of the Summer Course. SAB day students may visit the Residence Hall from 10 am until 8pm (Sunday-Thursday) or 9pm (Friday and Saturday). They are required to leave their SAB student ID at the 14th floor desk for the duration of their visit. When leaving the

Residence Hall, day students must come to the 14th floor desk to check out and retrieve their ID cards.

Off-Campus Visitation Policy, Pre-Curfew

If you would like to visit with someone off-campus before curfew at their personal residence, we must always speak to both the parent/guardian of the student requesting the sign-out and the adult who resides at that location, ensuring that they are aware of your visit and that they will be assuming responsibility for your wellbeing during the visit. SAB defines an adult as someone 25 years of age or older.

Parents and guardians may add adults to a list of contacts their student may always sign out with by emailing the Assistant Director of Student Life for Residential and Transitional Programming (nguarino@sab.org) with the following information:

- Adult's full name
- Adult's permanent address
- Adult's phone number
- Adult's email address

Changes to the list of adults with whom a student may always sign out can be updated at any time.

Opposite Sex Visitation in the SAB Residence Hall

Students are not allowed to have visitors of the opposite sex in their suites or in their rooms at any time. Resident students of the same sex are allowed to visit other resident students of the same sex in their rooms between 8am and suite checks each day. Failure to comply with the visitation policy will be considered a violation of the code of conduct and will result in disciplinary action.

Overnight Off-Campus Visitation W/in the Tri-State Area (NY, NJ and CT)

Overnight visitation will always require advance approval via phone or email from your parent/guardian. If you wish to stay out overnight at an off-campus location, you must sign out of the building by 8pm (Sunday-Thursday) or 9pm (Friday and Saturday). Only in the event of an

emergency will you be permitted to return to the residence hall before 8am the following day. All overnight visitation requests should be planned in advance, during regular business hours (8am-5pm, Monday-Friday) so that Student Life staff may seek clarification from the involved parties, if necessary.

SAB requires that all overnight visitations be supervised by an adult who is 25 years of age or older. The responsible adult party must complete an electronic Overnight Visitation Permission Form and Agreement in advance of the visitation. The responsible adult party must fill out the online form in advance of the student's overnight visit and the request must be confirmed by a Student Life staff member on duty before a student is allowed to sign-out.

Adults filling out the Overnight Visitation Permission Form and Agreement will have the option to either upload a photo of their state-issued photo ID or present themselves on a video call at the time the student is ready to sign-out. This step ensures that Student Life staff are able to verify the identity of the individual with whom the student is signing out.

WIRELESS INTERNET & COMPUTER USE

SAB is happy to offer free Wi-Fi for student use. We encourage students to use our Wi-Fi to send and receive email, do schoolwork, or browse the Internet.

The Internet is a medium of communication which can be used wisely or negligently. Much that can be found on the Internet has educational value, but some material is inappropriate and may be offensive to some users. For student protection and to create the best experience possible for everyone, the following rules apply for use of our wireless internet.

- The use of SAB provided internet connections is a privilege, not a right, and inappropriate use will result in cancellation of access privileges. This includes tampering with any SAB provided programs or equipment.
- Violation of any Federal or State regulations is prohibited.
- Students may not use our wireless internet service to send, receive, view, or print out pornographic or adult material (this includes entering adult-oriented

chat rooms). Additionally, sites dealing with violence, offensive language, and hate speech may not be accessed.

- Material protected by copyright must not be printed or downloaded unless the copyright holder gives permission. This includes, but is not limited to, software, documents, images, and multimedia objects (i.e., music, movies, television shows, etc.)
- Vandalism to our network will cancel a student's Internet privileges. Vandalism is defined as any malicious attempt to harm or destroy SAB's servers, computers, or data belonging to another user; this includes, but is not limited to, the uploading or creation of computer viruses.

CHAPTER SIX: LIVING IN NEW YORK

New York City is a wonderful place to live and a very exciting place to visit. Besides numerous cultural, entertainment and sporting events, New York has hundreds of places to shop, eat, hang out, and have fun.

Because New York is a very large city and so many people live here, you must keep in mind a few things when you are away from the Rose Building:

- Remain alert. Appear confident about your location and your destination.
- Pay attention to people and traffic. It is strongly recommended that all students follow the cross-walk signs and pay close attention bike lane traffic prior to crossing any streets.
- For your own safety you should not wear headphones or talk/text on a cell phone while walking.
- During the daytime, get out and explore the neighborhood. This is the best time to find the goods and services you need.
- Keep your bag in front of you when walking.
- Carry the smallest amount of cash you need to have; divide your money between your pockets, your purse, dance bag, etc.
- Travel in well-lit areas after dark.
- Travel in groups whenever possible.
- Do not wear flashy or expensive-looking jewelry.

Because New York is a city where most people walk to get where they are going, you will likely engage with many types of people while you are out of the building. If you ever become frightened or are made uneasy by someone you encounter outside of the building, go into a store and wait for the person to pass by. Please report any encounter that makes you uncomfortable to an SAB staff person, Lincoln Center Security guard, New York Police officer, store clerk, etc.

New York City Police officers are very visible through the city. Our police department is willing and able to help anyone who needs assistance. If you are lost, afraid or in need of their help, do not hesitate to approach a police officer. Call the 14th Floor Desk (212-769-6650) if you need additional support.

CENTRAL PARK

Central Park is located four blocks east of Lincoln Center. The nearest entrances to the park are at 67th Street or at 59th Street (near Columbus Circle). Other than the area designated as “Sheep Meadow”, Central Park is considered outside the designated SAB neighborhood so you must have “out of neighborhood” permission from your parents to go there. In addition to wide-open spaces, Central Park has trails and paths, a few small lakes, ball fields, and a miniature castle.

Central Park is generally a safe place to go during the daytime. We would advise that you go in a group. Residential students are not allowed in the Park after sunset.

NEW YORK CITY BUSES

Note: The following is helpful information for day student families and for resident students whose parents have included the use of public transportation on their residence hall permissions.

In addition to subways, the MTA also provides bus service. Local bus service costs \$2.75. In Manhattan, you must have \$2.75 in exact change (no bills) or have a MetroCard to ride a bus. You may also pay onboard using contactless mobile pay technology. You are always able to make a free transfer between buses following different routes and between the subway and buses if you use a MetroCard. If you pay with cash, ask the driver for a transfer if you will be changing to another bus on a different route.

NEW YORK CITY SUBWAY

Note: The following is helpful information for day student families and for resident students whose parents have included the use of public transportation on their residence hall permissions.

New York has a fast and efficient mass transit system. Rides on subways and local buses are \$2.75. Fares are paid with MetroCards, which are available at kiosks at all subway stations, or with contactless mobile pay technology. The first time you purchase a card you must pay a \$1 fee but cards are refillable so if you keep the same card, you will not be assessed this fee again.

The Metropolitan Transit Authority, or MTA, operates the subways and buses in New York City. The transit trains of the subway system connect the five boroughs of New York. Once you are in the system, you may make unlimited transfers to other trains. Subway maps are available online, at subway stations, and via many downloadable apps.

When riding the subway, try to travel in groups. If you are riding alone, wait for the train in the "Off Hours Waiting Area." This area is defined by bright yellow paint. Choose a well-populated car, preferably the 5th car (the conductor rides in this car).

The subway has both local and express trains. Local trains stop at every station on the line; express trains only stop at the larger stations. If you are in doubt about whether you should be on a local or an express train, ask the MTA employee at the booth. The conductor will announce whether the train is running local or express.

PLACES OF WORSHIP ON THE WEST SIDE

2nd Church of Christ, Scientist

77 Central Park West

Blessed Sacrament (Roman Catholic)

152 West 71st Street

Christ and St. Stephen's (Episcopalian)

122 West 69th Street

Church of St. Paul the Apostle (Roman Catholic)

Columbus Avenue at 60th Street

Congregation Habonim

103 West End Avenue

Grace and St. Paul's (Lutheran)

123 West 71st Street

Holy Trinity (Lutheran)

3 West 65th Street

Lincoln Square Synagogue

200 Amsterdam Avenue

Mormon Temple and Visitor's Center

2 Lincoln Center Plaza

TAXIS AND CAR SERVICES

Yellow taxi cabs operate in all five boroughs of New York. To hail a taxi, stand near the street and hold your hand up when you see an available taxi coming. If the taxi is available, the middle light on top of the car will be lit, and it should stop for you. If a passenger is already in the taxi, the light will not be lit. If the taxi is off-duty, all parts of the light fixture on top of the car will be lit. You may also use the Curb app to call a yellow cab.

A taxi ride costs \$3.00 plus \$0.70 per 1/5 mile. Additional fees apply for time spent in slow or standstill traffic, as well as surcharges for rides occurring during periods of the day with high volume traffic (such as morning or evening rush hour).

The driver is required by law to take you to any address in the City of New York. They are also required to take you by whichever route you request. The driver is not allowed to charge for additional passengers or baggage. Smoking is not permitted in a taxi. Drivers are required to accept both cash and credit/debit cards.

In addition to yellow cabs, car services are available to take you to or from the airport, or any other destination. If you are going to use a car service, you will need to make arrangements with that service in advance for a pick-up. Information about car services is located at the 14th floor desk in the Residence Hall.

Uber and Lyft apps can also be used for transportation. When using these apps, students should always check that the license plate number matches the one listed on the app. Always address the driver and ask who they are waiting to pick up before getting into the car.

WHERE TO PURCHASE DANCEWEAR

You can purchase your dancewear at a number of places in the city. The nearest stores are:

Bloch, 51 Columbus Ave. (at 62nd St.) (347) 983-6759

Capezio, 1650 Broadway (at 51st St.) 212.245.2130

Sansha, 888 8th Ave (Entrance on 53rd St.) 212.246.6212

CHAPTER SEVEN: BEING A PART OF THE SAB COMMUNITY

SAB views its Summer Course as a unique experience for students to immerse themselves in excellent ballet training while also growing in other areas of their lives. In experiencing our program, students are challenged to try new things, navigate new friendships and to view their world in different ways. While they are with us for the Summer Course they are no doubt practicing and developing their skills in areas such as decision making, self-advocacy, self-confidence, and time management.

We understand that students and families arrive with expectations about what the SAB Summer Course will be like. For all, the focus is on the ballet training that they will receive, but not everyone thinks about what students will learn and experience outside of their studio time. Some students are eager to experience New York City and the adventures that come with meeting new friends and trying new things.

No matter what the expectations, nearly every student goes through a period of transition with us that they didn't anticipate. Trying anything new for the first time—whether that's living away from home or learning the Balanchine aesthetic—can be challenging. We want to remind you that our Student Life staff is here to help students and families through that transition.

Below are some important things we'd like you to think about and discuss as a family before your student's arrival to SAB.

COMMUNITY AGREEMENTS FOR STUDENTS AT THE SCHOOL OF AMERICAN BALLET

Inspired by SAB's Core Values, we agree to embrace and embody these behaviors for the good of our community:

- 1. We are all mutual learners.** We believe everyone at SAB has something to learn and something to teach. SAB students, faculty, and administrators can learn from one another. When we make mistakes, we can grow from them *together*.

2. **We take ownership of our words and actions.** We are responsible for how we behave and how we make others feel. When we are hurt or we hurt someone else, we talk about it and make it right.
3. **We are brave, courageous and fearless.** We listen to each other and learn from each other. We ask questions when we don't understand something or someone.
4. **Everyone is important and valuable.** We recognize that each of us has feelings, talents and experiences that shape who we are at SAB. Each of us deserves to be here and the chance to succeed.
5. **Respect for one another.** We respect one another by being caring, patient and kind. We create a space where all of us feel that others care about us.
6. **Trust matters.** We trust each other not to gossip or tell stories about each other. We practice empathy and care for one another, whether we are a students, faculty, or administrators.
7. **Our differences make us stronger.** We value and respect our differences. We are all different, but our respect for one another is the same.

DIFFERENT SURROUNDINGS AND RELATIONSHIPS

No matter where our students are coming from or what programs they may have experienced in the past (unless they've been with us before!), the experience of studying at SAB in New York City will feel very new and different. Students will be inundated with new sights and sounds everywhere they turn. High-rise buildings or navigating meals in the cafeteria may be completely foreign to many students.

Additionally, students will have roommates and classmates who often seem very different from family and friends back home. Students come to SAB from all over the country and the world. Students will learn to relate to, live with, and even negotiate conflicts with new roommates and classmates.

SAB takes very seriously its commitment to diversity and inclusion. The Student Life Department is committed to creating a safe and welcoming environment for all of our students.

As can be found on our website: “The Department believes that awareness and inclusion of diversity, as defined by differences in race, ethnicity, color, culture, religion, gender, sexual orientation, national or ethnic origin, socioeconomic status, language, geographical area, and ideologies and beliefs, is an essential part of the SAB community, and integral to becoming a well-rounded dancer and citizen.”

We are very proud of the work we do with our students to enhance and grow our SAB community. We hope that you are able to engage your student in discussions surrounding these topics prior to their arrival in June.

HOMESICKNESS

It is not unusual for students to experience some homesickness when they first arrive at SAB. Leaving the comforts of home, friends and family can be difficult, so with this in mind, the Residence Life staff has planned many activities that will help students ease into the Summer Course and encourage new relationships and friendships. We hope that parents will encourage students to participate in these activities.

Letters, postcards, e-mails and the occasional care package can also comfort a homesick student. Parents should not hesitate to contact a member of the Residence Life staff if they feel a child needs some extra attention or assistance.

NAVIGATING BOUNDARIES WITH PEERS

This is an area in which students this age can really struggle. Often these conflicts can materialize around using someone’s things without asking, overstepping lines when making jokes or using nicknames and not respecting parameters around physical contact. We encourage you to speak with your student about listening to their peers. We tell students that if your friend asks you to stop a behavior, it is your responsibility to listen to and respect their request. In navigating these conflicts with students we often hear them say “but we were only joking!” While that may be true, what feels like a joke or a prank to you may not feel like a joke

or a prank to your friend. Learning these boundaries is a part of growing up, but an environment like the Summer Course can heighten moments when the students' skills in this area are not quite formed. Encouraging your student to think about a situation from the perspective of their peer can be a good way to help them learn about how their actions might make someone else feel.

SAB believes that productive intervention at this low level of student conflict can often prevent behaviors such as these from escalating into larger conflicts and/or behaviors that are harassing or bullying in nature.

PERSONAL FREEDOM & RESPONSIBILITY

For students living in the SAB residence hall, all parents have filled out the Student Permission Form that outlines where a student may travel during their downtime. We use sign-out cards to keep track of student whereabouts and staff members initial a student's request to leave the building giving them permission to do any number of things--all in line with what was dictated on the Student Permission Form that was submitted prior to residence hall check-in.

When your child arrives for the five weeks of our Summer Course, we trust that they will follow our rules, adhere to the permissions parents/guardians have indicated, and will use sound judgment to behave according to the policies that were written with their best interests in mind. Should they behave in ways that compromise that trust, Student Life staff members will intervene to help students reflect on their decision-making skills and find ways to improve their behavior moving forward.

For some students, having more control over their daily decision making may feel strangely unfamiliar or difficult while other students may find that our rules feel more structured or stricter than what they are used to at home. We encourage you to discuss how your family's rules may differ from ours to help your student think about how their experience will be different while at SAB.

Along with an increase in personal freedom is greater responsibility for one's daily schedule. Students make choices about who they choose to spend time with, attending activities, use of their spending money, what to eat, how much sleep to get, and many other things while here for five weeks. They are faced with the challenge of learning how to balance all of these things effectively. Additionally, students are faced with the need to take more initiative to address issues that may require help or assistance from staff members (i.e., letting someone know they aren't feeling well or reporting that a light is out in their suite).

We know that in most instances, a student's first instinct is to call home to parents to report these things, but during their time with us we work to help students gain comfort in seeking out the resources that are available to them on their own. Your students will hear this many times, but our 14th floor front desk is always staffed and any issue or concern that your child has should be brought to the attention of the individuals working at that desk.

The School of American Ballet reserves the right to change, without notice, any statement in this handbook concerning, but not limited to, rules, policies, tuition, and admission.

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