

# ORLANDO BALLET SCHOOL

PHILLIP BROOMHEAD | SCHOOL DIRECTOR

## 2022/23 OBII & Trainee Information Book



## Trainee and Second Company (OBII) Program Information

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At Orlando Ballet School, Trainee and OBII's are selected by the Artistic Director and School Director through an audition process. They train and rehearse with the professional company on a regular basis and dance in both company and school performances.

The Trainee Program is the top level of Orlando Ballet School's Academy program. This program includes a full-day training program for dancers with professional potential. Training includes approximately six hours of technical dance training daily, plus rehearsals. There are numerous performance opportunities with Orlando Ballet, Orlando Ballet Second Company, and Orlando Ballet School.

OBII is the top level of Orlando Ballet School and serves as the pre-professional bridge between the Trainee Program and the professional company. Currently, two-thirds of the professional company are graduates of the OBII program. Participants in the OBII program receive a full tuition scholarship which includes all of their training as well as a scholarship to support other training-related expenses. In addition to a rigorous training schedule, they have numerous performance opportunities in OBS productions as well as with the professional company.

OBII dancers also present new and classical works to underprivileged youth and senior citizens at free and affordable costs. OB II performs for over 50,000 individuals annually in local festivals, schools, nursing homes, and at Orlando's premium theatres. It is an opportunity for young dancers to expand their resumes while still continuing intensive ballet study.

In this Catalog, you will find a range of material about the two programs, including details about auditions, policies, performance opportunities, evaluations, housing arrangements, and fees.

The student should be aware that some information in the catalog may change. It is recommended that students consider checking with the school director to determine if there is any change from the information provided in the catalog.

If you have any further questions after reading the Catalog, please contact one of the program's Directors or the School Registrar.

**DISCLAIMER:** Orlando Ballet School does not guarantee future employment with Orlando Ballet, or as a professional dancer or any dance related career. Orlando Ballet School provides the training and support an aspiring dancer needs to prepare properly for a career in dance.

## Contacts

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### **Program Directors**

Phillip Broomhead, [pbroomhead@orlandoballet.org](mailto:pbroomhead@orlandoballet.org)

Gonzalo Espinoza, [gespinoza@orlandoballet.org](mailto:gespinoza@orlandoballet.org)

### **School Registrar**

Registration, Scholarship & International Visa assistance

Victoria Sarau, [victoria@orlandoballet.org](mailto:victoria@orlandoballet.org)

### **Orlando Ballet School General Information**

407-418-9818

Jenny Logus, [jenny@orlandoballet.org](mailto:jenny@orlandoballet.org)

### **Student Services**

Housing, Health & Wellness Assistance

Kim Marsh, [kmarsh@orlandoballet.org](mailto:kmarsh@orlandoballet.org)

## Auditions

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Acceptance into either program is by audition only. A student can officially audition for the program in one of the following ways:

- In-person Summer Intensive Audition
- In-person Company Audition (age permitting)
- Schedule an in-person audition during the school year (by appointment only)
- Submit a video audition

To register for an audition, please visit our website to find appropriate locations or video submission guidelines, along with a link to direct you to the registration and submission.

Notification of your audition results will be emailed within two weeks of your audition. Please do not call the office within this period to ask about your results.

### **Auditionees will receive 1 of the following results:**

- **Decline:** At this time, an offer for Trainee or OBII position is not available.
- **Potential Candidate:** This does not mean that you've been accepted as a Trainee or OBII, or that a position has been offered. However, potential candidates must attend the first 4 weeks of our 5 week summer intensive to be reviewed by artistic and school directors for potential acceptance into the trainee or OBII program. Potential candidates are not guaranteed to receive a position and the decision to visit the school or attend our Summer intensive programming is at the responsibility of the student and their family. Scholarship offers will vary, potential candidates are not guaranteed a scholarship to attend summer intensive programming.
- **Position Offer/Accepted:** Students accepted into the trainee or OBII program will receive an email from School Director Phillip Broomhead if selected or chosen regarding next steps and a contract.

## **Registration & Enrollment**

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Program Dates: August 29th 2021 -May 14th, 2022 (subject to change)

After a student has been accepted to a Trainee or OBII Program they will be contacted by the School Registrar regarding the next steps to enroll. The School Registrar will provide you with all registration forms, required scholarship application information and deadlines and fees. Once all forms, applications and fees are submitted the student can begin their program on their contracted date. Any delay in submitting paperwork will delay your contracted start date.

### **TRAINEE PROGRAM REGISTRATION AND FEES**

- Registration fee: \$350
- Showcase fee: \$400
- FACTS/Scholarship application fee: \$40
  - The scholarship application is due by all accepted students, regardless of financial aid or assistance status. Failure to submit scholarship application will delay start date. Scholarship application is due in order to provide information to donors and sponsors who cover the trainee tuition costs which is valued at \$6,000. When submitting the FACTS application, Trainees are also required to submit the following:
    - Headshot of Dancer (not professional, no selfies)
    - 250 word Essay/Bio. Written in the student's own words. Includes hometown, past dance experience, aspiration as a future dancer, how the scholarship will benefit your dancer and what participation in our programs has meant to your student.

### **OBII PROGRAM REGISTRATION AND FEES**

- FACTS/Scholarship application fee: \$40
  - No Fees, tuition is covered by scholarship, which requires the FACTS application submitted.
  - The scholarship application is due by all accepted students, regardless of financial aid or assistance status. Failure to submit scholarship application will delay start date. Scholarship application is due in order to provide information to donors and sponsors who cover the trainee tuition costs which is valued at \$6,750. When submitting the FACTS application, Trainees are also required to submit the following:
    - Headshot of Dancer (not professional, no selfies)
    - 250 word Essay/Bio. Written in the student's own words. Includes hometown, past dance experience, aspiration as a future dancer, how the scholarship will benefit your dancer and what participation in our programs has meant to your student.

## Registration & Enrollment

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### Other Fees

- Trainees and OBII's wanting to attend the Summer Intensive programming are required to register and enroll. Summer Intensive tuition and fees vary. Scholarships are available and may be awarded but are not guaranteed.
- All workshops, drop-in classes, Classe' De'Excellence's, Pre and Post Season classes or extracurricular courses are not included in your tuition and require registration and payment. Fees for these vary from \$30-500.
- Trainees and OBII's may take drop-in classes through our Fitness Thru dance program at a discounted rate of \$10.
- Studio rental fees are \$30/hour for Trainees and OBII's and must be reserved with our front desk administration.

*All tuition and fees are non-refundable for the Trainee and OBII program. For other programming, please see the student handbook.*

## **INFORMATION FOR INTERNATIONAL OR NON-LOCAL STUDENTS**

### **VISA INFORMATION:**

- Orlando Ballet School is approved by the US Department of Immigration to enroll foreigners on the F-1 student visa. The minimum period for this visa is one year and must be renewed a month prior to its expiration date.
- To obtain your visa, the student must first complete the International student application form and return with processing fee (\$90) to OBS in order to obtain an I-20 form. Once the form and processing fee is received, you will receive your I-20 in 7-10 business days.
- Once you receive your I-20, you may schedule an appointment with the consulate in your country. Please see your country's requirements on type of paperwork needed to bring to your appointment. Typically a passport, the I-20, birth certificate are needed but some country's may require additional items.

To obtain your visa and begin the process, please reach out to registrar@orlandoballet.org

### **HOUSING:**

Orlando Ballet School does not have dormitories, and housing is at the responsibility of the student/family.

- We have a list of nearby apartments as well as a housing forum that we will add enrolled students to where they can discuss with other incoming students opportunities for roommates or living situations. To avoid complications, only enrolled and committed students are added to the forum. We also suggest long term air bnb rentals or seeking a realtor for available private properties that may have lease exceptions.
  - Please note that there are some restrictions and specific application requirements for international students that can cause difficulty in approval of a lease. Orlando Ballet, Orlando Ballet School and any staff member is not able to sign leases as a guarantor for international or any students. Below is a list of nearby apartments:



## HOUSING OPTIONS

### The Ivy Residences

2650 Dade Ave  
Orlando, FL 32804  
888-694-5176  
<https://www.theivyorlando.com/>  
Short lease available, financial incentive will vary.

### Steelhouse

750 North Orange Ave  
Orlando, FL 32801  
407-317-8335  
<https://steelhouseorlando.com>

### The Yard at Ivanhoe

1460 Alden Rd.  
Orlando, FL 32803  
407-634-1225  
<https://theyardivanhoe.com>

### Nora

899 North Orange Ave  
Orlando, FL 32801  
321-418-7818  
<http://livenora.com>

### The Gallery at Mills Park

1650 North Mills Ave  
Orlando, FL 32803  
844-233-3816  
<https://thegalleryatmillspark.com>

### Camden North Quarter

777 North Orange Ave.  
Orlando, FL 32801  
844-486-8385  
<https://www.camdenliving.com/blog/welcome-camden-north-quarter>

### Camden Orange Court

668 North Orange Ave  
Orlando, FL 32801  
844-834-4631  
<https://www.camdenliving.com/orlando-fl-apartments/camden-orange-court>

### Uptown Place Apartments

911 North Orange Ave  
Orlando, FL 32801  
844-215-9937  
<https://www.uptownplaceorlando.com>

### The Princeton at College Park

646 W Smith St.  
Orlando, FL 32804  
321-800-6943  
<https://theprincetonatcollegepark.com>  
7-24mo lease, financial incentive will vary.

### Park North at Cheney Place

860 N. Orange Ave  
Orlando, FL 32803  
407 426 8300  
<http://parknorthcondo.com/index.html>

### Living Expenses

Students in the Trainee or OBII programs are responsible for their living expenses regarding rent, food, health and wellness as well as dancewear. Students should have sufficient financial support to cover their everyday expenses.

### Health Insurance

Orlando Ballet School does not provide insurance, however students are asked to have or obtain health insurance to protect themselves in the event of illness or injury. International students can obtain health insurance from ISO (please note we do not work with ISO) <https://www.isoa.org/>



## CLASS SCHEDULE

OBI and Trainees take class and rehearse six days a week, Monday-Saturday and are typically scheduled from 9am-5pm Mon-Fri and 10-2pm on Saturday's pending upcoming performance schedules.

### Daily Schedule (subject to change):

- Ballet Technique 9:00am-10:30am
- Rehearsals, additional technique and lunch 10:30-5 (exact schedules will be emailed weekly)
- Ballet technique or partnering
  - Wednesday 5-6:30pm
  - Tuesday and Thursday: 5-6:00pm
- Saturday's:
  - Conditioning/PBT 9-10am
  - Ballet technique 10-11:30am
  - Pointe 11:30-12:30pm

### EVENTS & VOLUNTEER SCHEDULE REQUIREMENTS:

All Trainee's and OBI's are required to volunteer a total of 30 hours during their contracted season at OBS and will be required to volunteer at Orlando Ballet performance events and The Ballet Ball, Orlando Ballet's largest fundraising event.

The Administrative School Manager will reach out to each student with a schedule and list of duties. Volunteering duties at OBS may include the following: assist in a classroom, assist at the front desk or with upkeep of the studios.

### DRESS CODE

#### **Girls**

Plin Black Leotard (No color blocking / stripes)  
Body Wrappers TPK C45/A45 – Optional: Flesh-toned tights and matching ballet shoes  
Pink Leather or canvas ballet shoes  
Capezio EJ2 Caramel Jazz shoe  
Eurotard 13843 C/A Black Jazz pants- Optional  
Black Ballet Rosa Character skirt  
So Danca RO01 or Freed Black Character shoes low heel

#### **Boys**

White fitted OBS shirt or all in one  
Black tights  
Leather belt to roll tights  
White nylon ankle socks with white ballet shoes  
Capezio EJ2 Black Jazz shoes  
Capezio Quilted dance belt

Purchase at our uniform partners, Dancewear Corner

## PERFORMANCE OPPORTUNITIES

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Trainee and OBII students perform in a variety of rolls in our company's season productions, as well as their own production in the spring, *Stars of Tomorrow*. Casting is determined by the Artistic and School Director, whom base their decisions on ability, experience and roles needed for the success of the production.

On top of Company season performances, Trainees and OBII's will participate in community performance events and at Orlando Ballet gala and reception events. Participation in such events is required by all Trainee and OBII's.

### 2022-2023 SEASON PERFORMANCES

Dr. Phillips Center for the Performing Arts | Steinmetz Hall

- October 20-23, 2022
- *The Nutcracker*: December 3-18, 2022
- February 9 - 13, 2023
- April 27 - 30, 2023

OBII & Trainee Performance: March 15-25, 2023 | Harriett's Orlando Ballet Centre

Orlando Ballet School presents *Stars of Tomorrow*. Audiences will experience the talent and passion of tomorrow's brightest stars. *Stars of Tomorrow* features OBS's upper level students including, Orlando Ballet's Second company and Trainees. On the edge of their careers, these dancers will perform pieces that showcase both classical and contemporary dance.

## **PROGRAM BENEFITS**

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### Trainee

- Scholarship in the yearly amount of \$6,000.00 to cover all Orlando Ballet School tuition.
- Please note that this does not include registration (\$300), showcase fees (\$450), competition-related fees, including (but not limited to) coaching, costume rental, and competition registration fees.
- (1) complimentary ticket to OB season performances.

### OBII

- Scholarship in the yearly amount of \$6,750.00 to cover all Orlando Ballet School tuition, registration, and showcase fees.
- Please note that this does not include competition-related fees, including (but not limited to) coaching, costume rental, and registration fees.
- OB will provide additional scholarship stipend to support the ARTIST's other training-related expenses, supplies, and equipment which will be paid on a bi-weekly basis.
  - Shoe allowance of the following during the term of their agreement:
    - Ladies: 10 pairs of pointe shoes and 2 pairs of ballet shoes
    - Men: 8 pairs of ballet shoes)
- (1) complimentary ticket to OB season performances.

### Evaluation

In January, all Trainees and OBII's will have a meeting with the School Director and Head of Trainee/OBII program regarding their performance thus far.

- In this meeting, students will discuss their contracts and renewals for the following season.
- A student can only participate in the Trainee and OBII programs a maximum of two years or seasons (i.e. two years as a trainee, 2 years as an OBII). Students are not guaranteed for renewal or a maximum participation.

### Attendance

Students must be registered and return their contracts before attending classes. Artistic staff highly encourages all students to attend their classes to achieve intended training and physical development. Staff understands emergencies and absences due to sickness may occur.

- Absences must be notified in writing via email to the Trainee and OBII Department head.
- Generally speaking, absences for illness or graded academic events are excused.
- Please note that if a student arrives late due to personal schedule, appointments, etc., he or she may not be able to participate in class and will be asked to observe that day. This will be at the discretion of the instructor.
- Trainee and OBII students are required to participate in performance opportunities scheduled throughout the school year which includes community enrichment.
- Planned absences must be communicated to the School Director and Department head 3 weeks in advance. Multiple unexcused absences may affect future performance opportunities and stipend payments for second company members.
- Accrual of unexcused absences may effect a Trainee or OBII's casting or participation in any production or performance. Student's may be pulled from their roles should absences affect the success of the production as decided by the artistic or school director.
- Trainee and OBII's are not to miss mandated production or company rehearsals. Should a student have an extenuating circumstance, they are to reach out to their department head regarding the absence.

## INJURIES OR TERMINATION

In the event an OBII or Trainee becomes injured or need to terminate their contract and withdrawal from the program, we ask that students provide the following documentation and notice.

### Injury

- When the injury occurs, whether at OBS or off site, staff and your department head should be notified immediately.
- If the injury requires a doctor visit, this should be scheduled straightaway and a doctor's note explaining the injury and any restrictions should be provided to your department head.
- The department head will meet with the student to create an understanding of the injury and to devise a plan of rehabilitation regarding the results from your doctor visit.
- Any long-term injury or injury with a prolonged recovery period may result in termination from the program.
- In order to return to full participation following an injury, the student must receive clearance from their physician or doctor.

### Termination

- If a student must terminate their contract early, your department head must receive written notice via email of the termination and is requested to be submitted at least two weeks in advance of the termination date.
- Should a student breach contract or violate any policies, they are subject to automatic termination as deemed appropriate by the School Director, Artistic Director or Department Head.

## STUDENT RESOURCES

### Lockers

- Students must complete and submit a locker request form in order to use a locker. Assignments will be based on availability and by descending class level (OBII's, Trainee, Academy, then Pre-Professional). Students must renew their locker request for each term.
- The Student Corridor (hallway) and Study Hall are designated student areas. However, these areas must be kept quiet as administrative staff offices are nearby. Bags and personal belongings should not be kept in the hallway. Students can bring their items in the studio or use the designated cubby spaces. The School is not responsible for any lost or stolen items left in these areas. Please be mindful of belongings specifically in the Student Corridor as this is space is considered as a high traffic area.
- All lost and found items will be discarded at the end of every month. The lost and found is at the front check in desk.
- OBS is not responsible for lost or stolen items.

### Lobby

The Harriett's Orlando Ballet Centre lobby is available for all students waiting prior to and after classes as well as students who are on lunch or dinner breaks. The lobby is deemed a "quiet zone" and all students, parents or staff utilizing the lobby are asked to monitor their sound levels.

In the event that the lobby may become unavailable, OBS will assign other locations within the facility for students to wait or have their meal breaks.

## STUDENT RESOURCES cont.

### Study Hall

The second floor study hall is available for student's to complete academic coursework during breaks or for approved period of time before or after classes.

- Student's must check in with the front desk staff before and after use
- The study hall is a quiet zone and for studying or school work purposes only. Any student disobeying the function of the space will be asked to leave or could have their use of the study hall revoked.

### Studios

- Trainee and OBII Students are not permitted to use the studios without permission for safety reasons.
- Any Trainee or OBII student who would like to use the studio space for personal use must reserve the space and submit the studio rental fee.

### Safety & Security

The health and safety of all students, parents, faculty, and staff are of utmost importance to us.

The following safety features are in place at our facility:

- All studios as well as entrances to the facility are equipped with security cameras that are monitored by staff.
- Studio doors are equipped with an "auto-lock" feature to protect individuals inside in the event of a lock down emergency
- All entrances and exits are locked at all times.
- OBS staff are CPR trained.
- An AED is located at entrance to the school hallway.
- In the event of a fire, signage to appropriate exits are posted in each studio and OBS may have routine fire drills.

## BEHAVIOR & ETIQUETTE POLICIES

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OBS strives to provide the highest quality of training and the safest environment for all students. In order to do so, the School Staff asks for all parents, guardians, and students to help with creating this environment. OBS faculty, staff and Director are always available to discuss any needs with a parent or student directly. The School believes the following guidelines and commitment will help create this environment:

- Follow school rules
- Mutual respect for all
- Remain disciplined and focused on daily training
- Be courteous to fellow students

OBS practices a Zero Tolerance Policy and does not tolerate the following:

- Any form of bullying, including cyber bullying, and any similar actions that occur within the student body, offsite and/or onsite.
- Any form of violence, harassment or discriminatory remarks, both verbal and physical
- Inappropriate conversations, talks, or comments
- Any inappropriate social media posts, including photos or comments
- Inappropriate physical touching of any kind
- Possession of any kind of weapons, such as firearms, knives, anything of the sort
- It is a violation of policy for any student to use, possess, sell, trade, offer for sale, or offer to buy illegal drugs or otherwise engage in the illegal use of drugs on property.
- It is a violation of policy for anyone to report to the school under the influence of illegal drugs or alcohol.
- It is a violation of policy for anyone to use prescription drugs illegally (nothing in this policy precludes the appropriate use of legally prescribed medications).
- It is a violation of policy to use tobacco products (including vape products) indoors or in an unapproved outdoor space at any facility while participating in any OB or OBS related event.
- Violations of substance abuse policy are subject to disciplinary action, up to and including termination

OB will utilize “Progressive Discipline” in most cases in which a participant has violated any policies or for violation of any other OB policy. In most cases, progressive discipline means OBS will normally take these steps in the following order:

- A first offense will result in a **verbal warning**
- A second offense will result in a **written warning**
- A third offense may then lead to **termination of engagement at the discretion of the Artistic Director and/or School Director.**

## **BEHAVIOR & ETIQUETTE POLICIES**

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OBS asks that all families and students please accept the following responsibilities:

- Support you/your child in his or her efforts in attending Orlando Ballet School by ensuring punctual transportation, supporting classroom methodology, and respecting the relationship between your child and his/her instructor.
- Understand that you/your child may be dismissed from the Orlando Ballet School if he or she has unexcused and/or excessive absences.
- Monitor school calendars, schedules and be aware of policies (including being dressed in proper attire and hair for class) and be responsible for you/your child's consistent participation in all scheduled events.
- Respect the advice of the OBS faculty regarding you/your child's progress in their program.
- Bring any problems or potential issues to OBS' attention in a timely fashion to ensure all students' needs are being met and addressed.
- Be mindful and respectful of different viewpoints, cultures and lifestyles.
- Be sure you/your child is aware of all OBS policies and the behavior that is expected of him/her while at OBS
- Understand that it is important that you/your child is practicing proper social distancing and hygiene guidance when required by local and state government. Also, please be aware of you/your child's health and do not bring them to class if they are sick. If you/your child is determined to have a fever once on campus, they will be segregated from other students and will need to be picked up and taken home.
- Adhere by OBS COVID-19 Safety protocols, or any other protocols that may be put in place to protect all students, staff and faculty.

### Program Exclusivity Policy:

During participation, an OBII or Trainee shall not perform any services for any other entity or person which engages in activities of a competing nature with OB including, but not limited to:

- Performing, teaching, choreographing or staging dance presentations except with the express written consent of the School Director.
- At any time the participant appears with another company or organization during the term of his or her engagement, program credit shall include "APPEARING THROUGH THE COURTESY OF ORLANDO BALLET, INC."

Any scholarships or sponsorships offered to a participant from any entity in the dance industry must be approved in writing by the School Director prior to acceptance of said offer.

- At any time the participant appears with another company or organization during the term of his or her engagement, program credit shall include "APPEARING THROUGH THE COURTESY OF ORLANDO BALLET, INC."

OB shall have the right to enforce this provision by injunction or any other legal or equitable remedy available to OB.