

ORLANDO BALLET SCHOOL

PHILLIP BROOMHEAD | SCHOOL DIRECTOR

Summer Intensive 2023

Information Pages | 3 Week Program



Contacts

Summer Intensive Coordinator

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Orlando Ballet School Main Campus

407-418-9818

**PLEASE READ THOROUGHLY. THIS PACKET CONTAINS
INFORMATION FOR BOTH DAY & BOARDING STUDENTS**

Program Dates

Monday, June 26th – Friday, July 14, 2022

Boarding Students

- Check-In at Rollins College Campus (1000 Holt Ave, Winter Park, FL 32789)
- Check-In on Sunday, June 25th between 2:00-4:00pm
- Check Out on Saturday, July 15th between 9:00-11:00am

Day Students

- Check-In at Harriett's Orlando Ballet Centre (600 N Lake Formosa Dr, Orlando, FL 32803)
- Check-In on Monday, June 26th

Supplemental Forms

In addition to the information you provided during the online registration, there are Supplemental Forms that must be completed by all participants.

- Monday, May 1, 2023 – Supplemental Forms Due

If you have not yet completed the forms, they can be found in the registration confirmation email you received or accessed [here through the student's online account](#). Once completed, the Supplemental Forms must be individually scanned and and uploaded to the secure Dropbox link provided after registration. Please remember to keep the originals.

Students may not participate in the 2023 Summer Intensive Program without all forms completed, signed, and uploaded to the secure Dropbox link.

Payments and Refunds

- Monday, May 15, 2023 – Final Installment Payment will be processed.
- Our COVID-19 protocols are subject to change for the health and safety of all participants. Any student or family who decides to withdraw due to changes made to our policies are subject to the refund policy. There will be no exceptions made to this policy.
- **Students with any outstanding balances after May 15th, will not be permitted to participate in the program until their balance has been paid in full.**
- In the event a student must withdraw from the program, we must receive a written request by email. A partial tuition refund (minus the 25% non-refundable deposit and registration fee) may be granted at the discretion of the School Director in the event of severe physical injury or illness (medical documentation required).
- *There are no refunds for Room & Board.*

Orlando Ballet School

Merchandise will be made available for order in April.

Very specific quantities will be ordered so be sure to pre-order your merchandise! ***This will be your only time to purchase this merchandise.***

- All students attending the Summer Intensive will be given an exclusive 2023 Summer Intensive T-Shirt!

Personal Student Money

- Reloadable Visa/MC/Amex and/or Debit/ATM cards are recommended.
- We do not recommend that students bring large amounts of cash to the studios.
- Lockers are not available.
- Orlando Ballet School will not cash any checks, and School Staff and/or RAs cannot be responsible for any student's money.

Optional Activities

Students may choose to attend some or all the planned trips to local area attractions. Trips can be added to the student registration [online](#) before **May 1st**. Please keep in mind that space is limited on the trips. We order tickets in advance and cannot accommodate ticket requests after the May 1st deadline*. The trip prices indicated online include transportation to and from the attraction. All buses leave from and return to the Rollins Campus. **Day students** are responsible for their transportation to and from Rollins to meet the trip busses.

Please remember that trips are non-refundable.

*Space permitting, students who do not purchase/confirm by May 1st may have the opportunity to sign up and pay during the summer for trips that don't require a ticket.

Dates/Destinations of proposed activities may be adjusted without notice

Weekend Activities * Subject to change.

- Saturday, July 1 – Disney Springs (transportation only) (\$35)
- Sunday, July 2 – Universal Studios/Islands of Adventure (\$140)
- Tuesday, July 4 – Rollins Pool Party - Evening (\$30)
- Saturday & Sunday, July 8-9 – Choreography Workshop (\$10)

Things to Remember

- You will need to purchase both lunch and dinner during the trip to the theme park.
- Bring snacks to the theme park.
- Bring enough money for meals and souvenirs.
- Bring sunscreen and reapply often.
- All Saturday trips are half day-evening trips, except for the Choreography Workshop.
- RA's will accompany the students as chaperones on each trip.
 - Students Ages 11-14 will be required to stay with their chaperone for the duration of the trip.
 - Students Ages 15+ will be allowed to break off in groups of 3 or more and must check in regularly with their chaperone.

Placements

Group Placement

To accommodate the many students that will be attending the Summer Intensive, please note the following process regarding Group Placement.

- Monday, June 26th – Group Placement Classes
- Level placement and schedules will be emailed to all families after the first day.
- Strengthening the foundation of a dancer's technique is the most important component of any student's ability to meet the demands expected of high-level dancers today. Orlando Ballet School adheres to this methodology, and it has proven to be successful in training countless professional dancers.
- We place students in levels based primarily on areas of focus so they can continue to strengthen their foundation.

Placement is at the sole discretion of senior OBS Faculty including Phillip Broomhead, School Director. Group placement will not, under any circumstances, be discussed with parents. Placement may be adjusted by staff as the intensive progresses if it is determined that a student's initial placement needs to be changed.

Daily Schedules

- Monday – Friday | 9:00am – 5:00pm OR 10:00am-4:00pm
- Saturdays | 9:00am – 12:30pm
- *There will be no classes on Saturday, July 15th.*

Classes Include

- Ballet technique classes/day
- Pointe/variations/men's class or repertory
- Character/jazz/modern
- Yoga/Pilates/strength conditioning.
- Partnering will be offered to the top levels and all men will take partnering classes.

Classes may be held at two different locations (*Subject to change):

Boarding students will be transported by bus to the appropriate location. Day students are responsible for their transportation to class.

- Harriett's Orlando Ballet Centre – 600 N Lake Formosa Dr, Orlando, FL 32803
- *Annie Russell Dance Studio at Rollins College – 1000 Holt Ave, Winter Park, FL 32789

Students need to pay attention to their daily schedule as they may have classes at varying locations throughout the week. Depending on group placement, most students will have classes at least once per week at each location. Students will not need to be transported from one campus to another campus within the same day—once they are at their assigned campus for the day, students will remain there the entire day.

Observation Day

Observation Day

An In Person and Virtual Parent Observation Day will be made available at the end of the 3-week Intensive. Parents will be informed of this Observation Day after the start of the intensive.

Attendance

Attendance

- Students are expected to attend every class for which they are scheduled.
- Absence due to illness, injury, or special circumstances may be excused upon receipt of a doctor's note and completion of the Absent Form.
- All absences must be submitted via the [absent form](#) before class time.
- Students may not enter class late or leave class without permission from the instructor. A student who arrives more than 10 minutes late may be required to sit and observe class.

Student Expectations

Failure to abide by the rules set in place by the Orlando Ballet staff may result in disciplinary action up to removal from the program.

- 1st Offense – Warning and notification to parent/guardian.
- 2nd Offense – Notification to parent/guardian.
- 3rd Offense – The student will be asked to leave the program at the expense of the student's parent/guardian.

Students will be issued offenses for the following reasons:

Boarding Students

- No outside visitors in the dorms. Only boarding students are allowed in the dorms for safety reasons.
- No boys in the girl's rooms/bathrooms and vice versa. The boys have their own floor which will be off-limits to the girls.
- Late for curfew
 - Either the dorm building curfew or the dorm room curfew.
- Leaving the dorm without permission.
- Failure to communicate with your Resident Assistant while off-campus.
- Students are not allowed to have alcohol on campus regardless of if they are of age. Students caught with alcohol will be asked to leave the program at the expense of the student's parent/guardian.

All students are expected to behave respectfully and maturely. This is an intensive ballet program that requires students to be responsible for:

- Following school rules
- Being respectful of OBS staff, fellow students, and their property
- Remaining disciplined and focused on daily dance work

Orlando Ballet School practices a **Zero Tolerance Policy** about more serious offenses.

- Orlando Ballet School will not tolerate possession and/or consumption of tobacco, drugs, or alcohol at any time while attending the Summer Intensive Program either on OBS property or the Rollins College Campus.
- No person shall possess, consume, furnish, manufacture, sell, exchange, or otherwise distribute any tobacco, alcoholic beverages, or other drugs. The possession or use of fireworks, and any kind of weapons is also prohibited.
- No student shall harass, abuse, or bully any other person in word, deed, or action.
- No inappropriate social media posts, including photos or comments.
- No student shall tamper with or borrow without permission the personal property of others.
- If any of these rules are violated, this will be cause for the immediate dismissal of the student at the expense of his/her parent or guardian.

All registrants are required to sign and upload the signed Behavior Policy and Agreement stating that they have read and agree to the information provided by Orlando Ballet regarding the school's summer intensive program rules and regulations.

Dancewear Supply List

Female

- Pink or flesh-toned ballet shoes (canvas or leather)
- Pointe shoes (please bring the appropriate number for 3 weeks)
- Black camisole leotards (solid-colored leotards of any style may be worn only on Saturdays)
- Tan split-sole jazz shoes (no jazz boots or sneakers please)
- Pink or flesh-toned tights for ballet and pointe (seamed a e acceptable)
- Black tights – convertible – for jazz/modern (or black jazz pants)
- Extra hair supplies (hair nets, hairpins, hair spray or gel, etc.)
 - Hair adornments such as flowers and bows are discouraged
- No leg warmers or “junk” may be worn in the classroom at any time
- Black ballet skirt may be worn for those in partnering
- Knee-length black character skirt
- Black character shoes
- Yoga/Pilates mat

Dancewear Supply List

Male

- Black tights with black ballet shoes or with white socks and white ballet shoes (feet must be covered)
- Form-fitting White t-shirts (no writing) (solid colored t-shirts may be worn only on Saturday)
- Black jazz shoes (no boots or sneakers please)
- Black jazz pants
- Black-footed tights
- Suitable dance belt as shown
 - Flesh, white or black. No briefs, please
- Leather belt to roll tights over for a clean look
- Yoga/Pilates mat



Dancewear Corner is the official partner with the Orlando Ballet. They have created a personalized webpage for our Summer Intensive students where you can find the items listed above: [OB Summer 2023 Collection — DanceWear Corner](#)

Dancewear Corner has generously offered our Summer Intensive students a discount! Use the Promo Code: **SUMMEROB510** at checkout to receive 10% off your order!

Information Specific to Boarding Students

Student Housing

Orlando Ballet School Summer Intensive students will be housed at the Rollins College Main Campus. [View Campus Maps for Rollins College.](#)

We have been assigned to the following dorms:

- 3-Week Intensive: Strong Hall

*Subject to change

Strong Hall

Location: Corner of French Avenue and Holt Avenue

Capacity: Doubles and singles

Building Features: Suite-style bathrooms, elevator, lounge, and kitchen

Furnishings: Extra-long twin bed, closet, dresser, desk, desk chair, and window blinds. No bedding/decorations are included.

- Students will have limited access to a kitchen and shared refrigerator; however, the rooms have space for a mini-refrigerator and/or microwave (No Toasters allowed).
- Students will have access to laundry rooms. There will be a charge of \$3 per week to use the laundry services. This fee is included in your students boarding fees.
- Students can request roommates by filling out the [ROOMATE REQUEST FORM](#) (the request must be reciprocal and made by each person). If no roommate(s) is requested, students will be grouped by gender and age.

We understand that several of our students attending the Summer Intensive will be 18 years or older. If a student decides to board at Rollins College for the duration of the Summer Intensive, they will be held to all rules and regulations put in place by the OBS staff and appointed RA's regardless of age.

Arrival & Dorm Check-In

- Check-In Sunday, June 25th between 2:00pm & 4:00pm.
- Mandatory Student/Parent orientation from 4:00-5:00pm.
- Mandatory Student dinner and orientation from 5:30-6:30pm.
- Parent reception at Orlando Ballet from 5:30-6:30pm.
- If you plan to arrive **after 4:00pm**, please notify us by email ahead of time.

Airport Transportation

- Students planning to use Orlando Ballet School transportation from the airport should book flights that arrive at Orlando International Airport (MCO) **Sunday, June 25th no later than 1:00pm.**
- An Orlando Ballet School representative will be at the airport to meet students between the hours of **12:30pm and 2:00pm.** Lunch can be purchased at the airport for students arriving early. There will be one bus leaving the airport at approximately **2:30pm** to transport all students to the dormitory.
- There is a charge of \$40 each way for this service. This service can be added by completing the [Airport Transportation Form](#) **before May 1st.**

Flight details must be submitted to the [AIRPORT TRANSPORTATION FORM](#)

Students who are unable to secure a flight arriving before 1:00pm, can either choose to fly in on Saturday and utilize the Hyatt Regency Orlando Airport (if of age) or use other modes of transportation from the airport to the dormitory on Sunday.

Orlando Ballet School is not responsible for students using alternate transportation from the airport.

Departure & Dorm Check-Out

All boarding students must check out of their dorm room no later than **11:00am on Saturday, July 15th.**

Airport Departure Transportation

- Students planning to use Orlando Ballet School transportation to the airport should book flights that depart Orlando International Airport (MCO) on Saturday, July 15th no earlier than 11:30am.
- There will be one bus departing Rollins College at 9:00am on Saturday to transport students to the airport.
- There is a charge of \$40 each way for this service. Again, this service can be added by submitting the [AIRPORT DEPARTURE FORM](#) **before May 1st.**
- Flight details must be added through the [Airport Departure Form](#).

Students who are unable to secure a flight departing after 11:30am can use other modes of transportation from the dormitory to the airport.

Orlando Ballet School is not responsible for students using alternate transportation to the airport.

Dorm Supervisor/Resident Assistants

The Dorm Supervisor will oversee and manage the group of Resident Assistants (RAs) assigned to chaperone the students residing in the dormitories. Our RAs are young adults over the age of 18 from all over the world and they will participate as students in the summer intensive program. Each of the RAs has a strong passion for ballet and serving others. Each RA will be assigned a group of 8-10 students to oversee during the program. Upon checking in you will receive the name and contact information of your RA.

Meals

Meals

- Students will dine on campus at [The Marketplace/Skillman Dining Hall](#) for breakfast and dinner.
- A boxed lunch will also be provided Monday through Saturday to be eaten at Orlando Ballet School during the students' lunch break.
- We highly encourage students to bring an insulated lunch bag and a refillable drink container to store their boxed lunch.
- We will work with Rollins Dining Services staff to make every effort to accommodate any special dietary request that you may have.
- Please be sure to indicate any dietary restrictions in your [online](#) account by May 1st.

Breakfast - Breakfast will be provided every morning in the cafeteria on campus beginning Monday, June 26th through Saturday, July 15th. All students must attend every meal on campus.

Lunch – Lunch will be provided Monday – Saturday. Students attending optional trips will purchase their own lunch each Sunday. Students not attending the optional trips will be provided lunch. **Please budget for these meal purchases.**

Dinner - Dinner for students will be provided on Sunday, June 25th after students have moved into the dorms, and then Monday – Saturday during the program. All students must attend every meal on campus. Students attending optional trips will purchase their own dinner each Sunday. Students not attending the optional trips will be provided dinner. **Please budget for these meal purchases.**

- Students will have several dining options to choose from on the days they're responsible for providing their meals.
- Most students will attend the optional field trips on these dates (noted above) and should bring money with them to purchase their meals during the trip(s).
- Those students not attending the field trips may dine on campus, or order food for delivery to the dorms.

Packing List

- **Linens** - pillow, blanket, extended long twin sheets, and towels/washcloths.
- **Toiletries** – deodorant, shampoo, body wash, toilet paper, etc.
 - Toilet paper will be provided by the dorms, but students will be expected to keep their shared bathrooms clean.
- **Laundry supplies** – detergent, fabric softener, mesh laundry bag, etc.
- **Spending Money** – We recommend using reloadable credit cards or debit cards instead of cash. Students must be responsible for their own money. Set a budget with your student ahead of time for weekly spending; \$50-\$100 per week seems to be the average. Keep in mind the high cost of food/drink and souvenirs at theme parks when planning.
- **Optional, but recommended items** – hangers, laundry basket, trash can, and/or trash bags, broom, cleaning wipes.
- **Optional** – mini-refrigerator, microwave – (NO Toasters)

For your convenience, students may ship light, but bulky items such as bedding and towels to Rollins ahead of time. We will provide you with the Rollins shipping address in the first week of June.

Packages must arrive at Rollins during the week of June 19-23rd. Packages will be made available to students when they check into Rollins campus housing on Sunday, June 25th. **Please do not ship heavy items or boxes larger than 24"x18"x18". It is the student's responsibility to mail boxes home at the end of the program.**

Items shipped during the Summer Intensive will arrive to a package facility on campus. The Dorm Supervisor will collect packages throughout the week to ensure they get to the correct students.

**Please note that packages do not get delivered directly to the dorm and there may be a delay in receiving the package.*

Additional Items

Additional Clothing and Sundries

- Please bring a bathing suit, comfortable clothes, and shoes.
- Please bring an umbrella or raincoat in the event of rain.
- Please bring sunscreen, particularly if you plan to attend the optional field trips.
- Hats and sunglasses are highly recommended.

Telephones & Other Devices

- Students are encouraged to bring cell phones to communicate with their families.
- Please note that cell phones are prohibited inside OBS studios.
- Students will have access to Wi-Fi at the OBS facilities and on campus.

Dorm Room Cleanliness, Decorating Guidelines, Room Keys

- No posters or pictures are permitted on any walls or doors of the Rollins dormitories.
- Students are expected to keep their rooms and common areas tidy.
- Students are responsible for taking out their trash to the dumpsters and for laundering their clothing, bedding, and towels.
- There will be random room checks by the RAs and Orlando Ballet School staff. Any room damages (minimum \$75) and/or lost room keys (\$15) will be billed to the student's online account.

Curfews at Rollins Dorms

Students Age 11-14

- Sunday – Thursday
 - Must be in their dorm building by 9:00pm
 - Must be inside their dorm room by 10:00pm
- Friday – Saturday
 - Must be in their dorm building by 10:00pm
 - Must be inside their room by 11:00pm

Students Age 15+

- Sunday – Thursday
 - Must be in their dorm building by 10:00pm
 - Must be in their dorm room by 11:00pm
- Friday – Saturday
 - Must be in their dorm building by 11:00pm
 - Must be in their dorm room by 12:00am

Resident Assistants or the Dorm Supervisor will conduct room checks at these times to be sure that all students are in their rooms.

****Students caught outside their rooms/dorms past curfew will receive an offense.***

We understand that several of our students attending the Summer Intensive will be 18 years or older. If a student decides to board at Rollins College for the duration of the Summer Intensive, they will be held to all rules and regulations put in place by the OBS staff and appointed RA's regardless of age.

Curfews at Rollins Dorms

Students 11-14 Permission to Leave Campus Liability Waiver

Students between the ages of 11 and 14 will have the opportunity to go off-campus in the evenings after classes under the supervision of a Resident Assistant. Only students with a signed Liability Waiver will be allowed to go off campus with an RA and will be required to follow these rules:

- Students must be in a group of 3 or more with one being a Resident Assistant.
- Students may not break out into smaller groups once they reach their destination. All students must stay in the company of an RA.
- Students are only allowed to walk within 20 minutes of Rollins College (Central Park, Downtown Winter Park, around Campus)
- Students will not be permitted to use any form of public transportation. If they cannot walk to their destination within 20 minutes, they will not be permitted to go.
- Students must return to their dorms 30 minutes before their stated curfew.

***Failure to abide by these rules will result in an offense.**

Students 15+ Permission to Leave Campus Liability Waiver

Students ages 15 and up will have the ability to go off-campus in the evenings after classes without the supervision of a chaperone by permission of his/her guardian. Students with a signed Liability Waiver must follow these rules:

- Students must stay in a group of three or more students ages 15+
- Students must check-in and out with their RA anytime they leave Rollins Campus.
- Students must provide their RA with specific details of where they plan to go and when they plan to return. Students will be expected to text their RA when they are on their way back to the dorms.
- Students are only allowed to walk within 20 minutes of Rollins College (Central Park, Downtown Winter Park, around Campus).
- Students will not be permitted to use any form of public transportation. If they cannot walk to their destination within 20 minutes, they will not be permitted to go.
- Students must return to their dorms 30 minutes before their stated curfew.

***Failure to abide by these rules will result in an offense.**

Curfews at Rollins Dorms

Student Permission to Leave Campus Form

Parents, family members, and/or other adults are permitted to check out students from campus in the evenings or weekends when there are no classes or other mandatory activities. **We do ask however that curfews be observed and that your student is checked out on a limited basis.** Permission Forms are not required for OBS-organized field trips, only for non-OBS- related events/ outings.

The Permission to Leave the Rollins College Campus and/or OBS form must be received by email to dormdirector@orlandoballet.org and summerprograms@orlandoballet.org at least 48 hours before the planned outing. **The notification must include the signature of a parent or guardian.**

****Students aged 18 and older will be able to check themselves out on the weekends only for pre-arranged trips. These trips will be subject to the approval of the Summer Intensive Coordinator and Dorm Supervisor.***

Medical

- Students are responsible for their medications (prescription or over-the-counter) during the program.
- OBS will provide boarding and day students with the opportunity to consult weekly with a physical therapist. **These consultations are for students experiencing pain from an injury sustained during the Summer Intensive, not for pre-existing injuries. *An incident report must be completed by the student's teacher in order to receive the provided PT services while at OBS.**
- Any treatments must be paid for by the student or the student's insurance.
- Students will also need to pay for the transportation (cab fare, ambulance, etc.) to any medical facility/urgent care if transportation is required. Students will be accompanied by a Resident Assistant.
- **Extended medical treatment is not provided to Orlando Ballet School Summer Intensive students.** Any student requiring ongoing medical treatment will be sent home at the family's expense.
- If medical care or emergency treatment is required during the program, the parent or guardian will be notified

Transportation

If needed, students will have the opportunity to leave campus with a designated chaperone on an organized trip to the store to replenish supplies (toiletries, laundry detergent, snacks, etc.). Although OBS provides the chaperone for the trip, we do not provide the transportation for student errands. Students typically share the expense of a cab or UBER/LYFT fare. It is highly recommended that your student has access to a transportation app on their phone, or the ability to pay for shared transportation if needed.

If a student becomes sick while at OBS, an RA will accompany them back to the dorms at the expense of the student.

**All students regardless of age will need to be chaperoned if going off campus for supplies.*

Vehicles

- Summer Intensive students driving by themselves to Orlando may keep their vehicles on campus during the program.
- The student's car keys must be turned into the Dorm Supervisor upon check-in and they will return them to the student upon check-out.
- Resident Assistants may also have vehicles on campus. RAs are permitted to use their vehicles during the program for OBS Summer Intensive-related travel and for their evenings off. However, RAs are not permitted to transport other students in their vehicles for any reason.
- **Please let the Summer Intensive Coordinator know in advance if you are planning to have a car on campus.** Parking passes must be arranged in advance by reaching out to the Summer Intensive Coordinator at summerprograms@orlandoballet.org.

Vehicle Use Waiver

- Students who bring a vehicle will have the ability to use their vehicle on a limited basis by permission of his/her guardian if under the age of 18. Students over the age of 18 will still be required to sign the Waiver before being allowed to use their car. Students with a signed Vehicle Use Liability Waiver must follow these rules:
 - Students will have the ability to check out their keys in the evening to run errands before curfew.
 - **Students will not be permitted to transport other students in their vehicles for any reason.**
 - Students must provide their RA with specific details of where they plan to go and when they plan to return. Students will be expected to text their RA when they are on their way back to the dorms.
 - Students are only allowed to drive within 10 miles of Rollins College (Whole Foods, Trader Joes, Dancewear Corner).
- * Failure to abide by these rules will result in an offense.**

Nearby Hotels

For family members and friends visiting the Orlando area during the Intensive we have provided information below on nearby hotels:

Comfort Suites Downtown Orlando

2416 N. Orange Avenue, Orlando, FL 32803

407-228-4007

(mention you're here for the OBS Summer Intensive for a discount)

www.ComfortSuites.com

The Doubletree Hotel Orlando Downtown

60 South Ivanhoe Blvd, Orlando, FL 32804

407.425.7440

www.doubletree.hilton.com/Orlando

Courtyard by Marriott Orlando Downtown

730 N Magnolia Ave, Orlando, FL 32803

407-996-1000

www.marriott.com