

DAYTON PERFORMING ARTS ALLIANCE

DAYTON DAYTON DAYTON
Ballet Opera Philharmonic

Learning and Community Engagement Handbook for Participatory Programs

**Dayton Ballet School, Dayton Opera Youth Performers,
Dayton Philharmonic Youth Orchestras, and *Q the Music***

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Dear Students and Families,

Welcome to the Dayton Performing Arts Alliance Learning and Community Engagement Participatory Programs Handbook! This handbook outlines the policies, expectations, and opportunities that await you as you embark on this exciting journey.

You are now part of the unique DPAA family, joining our participatory programs, which include the Ballet School, Junior Strings, Youth Strings, Youth Orchestra, *Q the Music*, Opera Youth Performers, and EnCorps families!

As you begin your training, we want to emphasize the importance of open communication and clear expectations. Our goal is to provide a safe, supportive, and inspiring environment where you can explore your artistic potential, develop your skills, create lasting memories, and make new friends.

Participating in our programs offers a unique opportunity to train alongside professional dancers, vocalists, and musicians from the Dayton Ballet, Opera, and Philharmonic Orchestra. This experience can be transformative, providing you with valuable skills, knowledge, and lifelong friendships.

We are committed to providing a holistic and well-rounded experience that prepares you for your future, whether it be in higher education, a career in the arts, or simply as an engaged and informed citizen.

Please review this handbook carefully, paying particular attention to the contact information for staff members who can answer questions or provide additional support. Familiarize yourself with the general policies as well as any specific policies related to your child's participation.

Review the handbook regularly to address any questions or concerns that may arise.

Thank you for your commitment to our organization and for trusting us to provide you with the highest quality training.

Sincerely,



Jeanita Château Olówè
Vice President for Learning and Community Engagement
Dayton Performing Arts Alliance
(937) 535-5466
jchateauolowe@daytonperformingarts.org

About the Dayton Performing Arts Alliance (DPAA)

In 2012, leadership of the Dayton Opera, Dayton Ballet, and Dayton Philharmonic Orchestra created a groundbreaking and innovative merger, forging these three art forms into one organization named the Dayton Performing Arts Alliance. This merger is the first of its kind in the nation—in no other city can performing arts lovers experience the dramatic collaboration with the range and depth of experiences being offered in the Dayton community. The Dayton Performing Arts Alliance, with Dayton Philharmonic, Dayton Ballet, and Dayton Opera as its three crown jewels, has carefully planned for future success by creating a single management structure and business operating unit while preserving and promoting the integrity and identity of each of its three art forms. This alliance, unique in the nation, emulates the model of highly successful European performing arts organizations, taking artistic collaboration to a new level.

Description of Participatory Programs

For nearly a century, the **Dayton Ballet School (DBS)** has been instilling a love of dance in students of all ages and abilities. From young children with big dreams, career-minded teens, to senior citizens who want to stay healthy and active, Dayton Ballet School has something for everyone. Founded by Josephine and Hermene Schwarz in 1927, it is the oldest ballet school in Dayton and among the oldest ballet schools in the United States. The pre-professional company was founded by Miss Jo in 1948. Dayton Ballet School is a premiere education initiative of the Dayton Performing Arts Alliance and affiliated with the Professional company, Dayton Ballet. We are proud to be the only studio in the Miami Valley associated with a professional company. We strive to create a positive learning environment for students of all ages and abilities while giving a glimpse into the world of professional ballet at the student level. We are glad that you are here, we believe that dance has the ability to change lives and that our students create friends and memories that last a lifetime.

The **Dayton Philharmonic Junior Strings (DPJS)** was created in July 2014 in response to requests from string teachers and music educators for an orchestra to encourage young string students not quite ready for Dayton Philharmonic Youth Strings. The purpose of DPJS is to provide musical enrichment for string students in grades 5 through 8 and to better prepare these students for membership in Dayton Philharmonic Youth Strings (DPYS) and the Dayton Philharmonic Youth Orchestra (DPYO). All of the Youth Orchestras are programs of the Dayton Performing Arts Alliance Learning and Community Engagement department, and they strive to operate in a manner as close as possible to that of professional symphony orchestras. This orchestra is not meant to interfere or compete with school orchestras; its purpose is to encourage, support, and strengthen existing programs and to help stimulate interest in the development of string programs where none exist. The group rehearses from September to mid-March and will present two concerts.

The **Dayton Philharmonic Youth Strings (DPYS)** was established in September 1982 with the support of Mrs. Virginia Kettering for the purpose of providing musical enrichment and advanced concert experience for string students in grades 6 through 12. DPYS is a program of the Dayton Performing Arts Alliance Learning and Community Engagement department. The group rehearses from September to mid-March, playing two major concerts in the fall and spring, plus other appearances as needed. This orchestra is not meant to interfere or compete with school orchestras; its purpose is to encourage, support and strengthen existing programs and to help stimulate interest in the development of string programs where none exist.

The **Dayton Philharmonic Youth Orchestra (DPYO)**, founded in 1937 by Paul Katz, was organized to give aspiring young musicians an opportunity to work together in the study of orchestral music. The DPYO is a program of the Dayton Performing Arts Alliance Learning and Community Engagement department and strives to operate in a manner as close as possible to that of a professional symphony orchestra. DPYO, school music programs, and private teachers share the common goal of training the next generation of musicians, audience members, and arts supporters. DPYO requires its members to actively participate in their school music programs, playing the same instrument as in DPYO. If there is no school orchestra or band, an exception may be made. We expect DPYO members to be leaders and role models in their school music programs. DPYO is affiliated with the Youth Division of the League of American Orchestras.

Q the Music is a tuition-free after-school string program made possible through a partnership with the Dayton Philharmonic Orchestra, East End Community Services, and Ruskin Elementary School. Students in grades 3 and 4 from neighboring schools are welcome to enroll at the beginning of the school year with proper approvals. Please contact the Engagement Programs Manager for more information. The program provides students with intense instrumental instruction, academic support, and enrichment.

Staff Contacts

Administrative Staff

Jeanita Château Olówè	Vice President for Learning and Community Engagement	jchateauolowe@daytonperformingarts.org	937-535-5466
Megan Forney	Dayton Ballet School Education Manager, Co-Director of DBSE	mforney@daytonperformingarts.org	937-535-5451
Jackie Griffin	Learning Programs Manager	jgriffin@daytonperformingarts.org	937-535-5447
Melissa McCoy	Engagement Programs Manager	mmccoy@daytonperformingarts.org	937-535-5469

Dayton Ballet School Faculty

Gabrielle Sharp	Co-Director of DBSE		937-223-1542
Elizabeth Sabol	Dayton Ballet School, School Registrar	esabol@daytonperformingarts.org	937-223-1542

Dayton Opera Youth Performers

Tim Crommes	DPAA Company Manager	tcrommes@daytonperformingarts.org	
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Youth Orchestra Conductors

Patrick Reynolds	DPYO Conductor	dpyoconductor@daytonperformingarts.org	
Maureen Hickey Haitch	DPYS Conductor	dpysconductor@daytonperformingarts.org	
Michelle Mastin	DPJS Conductor	dpjsconductor@daytonperformingarts.org	

Q the Music Faculty and Partner

TBD	Q the Music Orchestra Director and Lead Teacher		
Beverly Brown	Q the Music Enrichment Coordinator		
Ellen Raquet	Q the Music Violin Instructor		
TBD	Q the Music Viola Instructor		
Fan Zeng	Q the Music Cello Instructor		
Maisun Mhelhel	Miracle Makers Program Manager	maisun.mhelhel@westcare.com	

Expectations and Policies

At the Dayton Performing Arts Alliance (DPAA), we are committed to providing a welcoming, inclusive, and supportive learning environment for all students. We believe that everyone deserves to feel safe, respected, and valued. We believe that to be a vital organization, we must be an inclusive organization. Serving an audience that is reflective of our diverse community is central to our mission. For the DPAA, a commitment to diversity represents the active inclusion, within both the organization and our audience, of the broadest possible representation of our Miami Valley community.

Standard Code of Conduct

Students, families, and visitors are expected to adhere to the following code of conduct:

- **Respectful Behavior:** Treat others with kindness, courtesy, and respect. Avoid using offensive, discriminatory, or harmful language. This includes refraining from name-calling, insults, threats, or any form of verbal abuse.
 - Examples of respectful behavior:
 - Listening attentively to others.
 - Using polite language (e.g., "please," "thank you," "excuse me").
 - Avoiding making derogatory comments about others.
 - Respecting the property of others, including not touching musicians' instruments or dancers' belongings.
- **Inclusive Environment:** Celebrate diversity and promote inclusivity. Be mindful of and respectful of different cultures, backgrounds, and perspectives.
 - Examples of inclusive behavior:
 - Avoiding making stereotypes or generalizations about people.
 - Respecting different beliefs and values.
 - Using inclusive language (e.g., avoiding gendered terms when appropriate).
 - Participating in activities that promote diversity.
- **Safety First:** Follow all safety guidelines and procedures.
 - Examples of safe behavior:
 - Following all safety rules during rehearsals and performances.
 - Paying attention during safety demonstrations.
 - Using equipment safely.
 - Avoiding dangerous behaviors, such as horseplay or roughhousing.
 - Reporting any safety concerns to a faculty or staff member.

Anti-Harassment, Bullying, and Discrimination Policy

DPAA is committed to providing a learning environment free from harassment, bullying, and discrimination. This includes any form of behavior that creates a hostile, intimidating, or offensive environment.

Definitions:

- **Harassment:** Unwelcome conduct that is based on a protected characteristic (e.g., race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, or veteran status) and creates a hostile environment. This can include physical, verbal, or psychological harassment.
 - Examples of harassment:
 - Making offensive or derogatory comments about someone's appearance, race, religion, or other protected characteristic.
 - Touching someone inappropriately or making unwanted sexual advances.
 - Threatening someone with physical violence or harm.
 - Spreading rumors or gossip about someone.
- **Bullying:** At any point, aggressive and/or repeated behavior that is intended to harm another person.
 - Examples of bullying (including physical, verbal, written, cyber, or social):
 - Hitting, kicking, or tripping someone.
 - Name-calling, teasing, or making fun of someone.
 - Excluding someone from activities or social groups.
 - Spreading rumors or gossip about someone.
- **Discrimination:** Treating someone differently based on a protected characteristic.
 - Examples of discrimination:
 - Denying someone access to resources or opportunities based on their race, gender, or other protected characteristic.
 - Making derogatory comments about someone's race, gender, or other protected characteristic.
 - Treating someone unfairly because of their disability.

Prohibited Behaviors

- **Verbal harassment:** Insults, threats, derogatory comments, or offensive jokes.
 - Examples of verbal harassment:
 - Calling someone names or making fun of their appearance.
 - Threatening someone with physical violence or harm.
 - Making offensive or derogatory comments about someone's race, gender, or other protected characteristic.
 - Making unwanted sexual advances or requests.
- **Physical harassment:** Violence, assault, or intimidation.
 - Examples of physical harassment:
 - Hitting, kicking, or tripping someone.

- Pushing, shoving, or grabbing someone.
 - Damaging someone's property.
 - Threatening someone with physical violence.
- Cyberbullying: Using electronic communication to harass, threaten, or embarrass others.
 - Examples of cyberbullying:
 - Sending someone mean, harmful, offensive, or threatening messages.
 - Spreading rumors or gossip about someone online.
 - Sharing someone's private information without their permission.
- Discrimination: Treating others unfairly based on a protected characteristic.
 - Examples of discrimination:
 - Denying someone access to resources, opportunities, or activities based on their race, gender, or other protected characteristic.
 - Making derogatory comments about someone's race, gender, or other protected characteristic.
 - Treating someone unfairly because of their disability.

Procedures for Violations

- Initial Meeting: Students who violate the code of conduct will be required to meet with DPAA staff to discuss the incident and develop a plan to address the behavior. This meeting will provide an opportunity for the student to understand the consequences of their actions and learn how to improve their behavior.
 - During the initial meeting, the staff member will:
 - Explain the nature of the violation.
 - Discuss the impact of the violation on others.
 - Develop a plan to address the behavior.
 - Provide the student with resources or support, if needed.
- Loss of Privileges: Depending on the severity of the violation, students may lose privileges such as class time, rehearsal time, or performance opportunities.
 - Examples of lost privileges:
 - Being temporarily removed from a class or activity.
 - Being suspended from a rehearsal or performance.
 - Being placed on a warning or probation.
 - Being required to complete additional assignments or tasks.
- Authorized Adult Notification: Authorized adults will be notified of any serious violations and may be asked to attend a meeting with DPAA staff. This will allow authorized adults to be informed about the incident and work with DPAA to address the behavior.
 - During the meeting with the authorized adult, the staff member will:
 - Explain the nature of the violation.
 - Discuss the impact of the violation on others.
 - Discuss the plan to address the behavior.
 - Provide the authorized adult with resources or support, if needed.

Consequences of Repeated Violations

- **Disciplinary Action:** Students who repeatedly violate the code of conduct may face disciplinary action, including suspension or expulsion from the program. This is a serious consequence that is reserved for the most severe violations.
 - Examples of disciplinary action:
 - Suspension from the program for a specified period of time.
 - Expulsion from the program.
- **Removal from the Program:** In cases of severe or repeated violations, students may be removed from the DPAA Program. This is the most severe consequence and is only used in exceptional circumstances.
 - Examples of severe violations that may result in removal from the program:
 - Physical violence or assault.
 - Repeated harassment or bullying.
 - Substance abuse at DPAA rehearsals, performances, meetings, and events.

Additional Causes for Removal

- **Retaliation** against someone who has reported harassment, bullying, or discrimination. This includes any attempt to punish or harm someone for speaking out about a violation of the code of conduct.
 - Examples of retaliation:
 - Threatening someone who has reported a violation.
 - Spreading rumors or gossip about someone who has reported a violation.
 - Excluding someone from activities or social groups because they reported a violation.
- **Use or possession of alcohol, illegal drugs, firearms, or fireworks.** These substances are prohibited at DPAA rehearsals, performances, meetings, and events, and can pose a serious safety risk.
 - Examples of substance abuse:
 - Bringing alcohol or drugs to DPAA rehearsals, performances, meetings, and events.
 - Using alcohol or drugs at DPAA rehearsals, performances, meetings, and events.
 - Being under the influence of alcohol or drugs while participating in DPAA activities.
- **Tampering with fire alarms or other actions that could affect the safety of others.** This can include any behavior that puts the safety of others at risk, such as vandalizing property or disrupting emergency procedures.
 - Examples of tampering with fire alarms:
 - Pulling a fire alarm as a prank.
 - Disabling a fire alarm.
 - Blocking access to exits or fire escape routes.

By following this code of conduct, we can create a positive and inclusive learning environment for everyone.

Child Protection Policy

To protect students in the Dayton Performing Arts Alliance's participatory programs, DPAA has implemented a Child Protection Policy, mandated reporters training, and background checks for staff and volunteers interacting with students at the Dayton Ballet School, Dayton Opera Youth Performers, Dayton Philharmonic Youth Orchestras (DPJS, DPYS, and DPYO), and *Q the Music*.

Dayton Performing Arts Alliance encourages all members of the community to report incidents of harassment, bullying, or discrimination. Reports can be made to the Vice President of Learning and Committee Engagement. All reports will be taken seriously and investigated promptly and confidentially.

Liability Release

In consideration of Participant's participation in DPAA learning programs, on behalf of Participant, his/her/theirs, representatives, executors, administrators, and assigns, I hereby release the DPAA, its officers, directors, employees, volunteers, agents, representatives and insurers ("Releasees") from any causes of action, claims, or demands of any nature whatsoever, including but in no way limited to claims of negligence, that Participant, his/her/theirs, representatives, executors, administrators and assigns may have, now or in the future, against Releasees on account of personal injury, property damage, death, or accident of any kind, arising out of or in any way related to the use of DPAA facilities / equipment or participation in DPAA programs, whether that participation is supervised or unsupervised, however the injury or damage occurs. In consideration of Participant's participation in DPAA learning program activities, the undersigned parent, guardians, or authorized adults of Participant on behalf of Participant, agrees to INDEMNIFY AND HOLD HARMLESS Releasees from any and all causes of action, claims, demands, losses, or costs of any nature whatsoever arising out of or in any way related to Participant's DPAA learning program activities participation.

Injuries and Incident Reports

DPAA staff and faculty will complete an incident report in the event of an injury or incident. By using clear, objective language, you can help to prevent misunderstandings and facilitate investigations.

For your child's safety and optimal learning experience, please inform the Dayton Ballet School faculty or your conductor of any injuries before their class or rehearsal. For doctor-evaluated injuries, please provide a doctor's note with as much information as possible. This helps us tailor instruction and ensure a safe and speedy recovery. Students must tell their faculty, conductor, or instructor before class if they are experiencing anything that may cause them not to be able to participate fully in all class activities.

NOTE for dancers: please reach out to the Dayton Ballet School faculty if you need care from a Sports Medicine Team. We work closely with the Physical Therapy team at Kettering Sports Medicine, as we value and trust their knowledge and patient care.

Marketing and Social Media

Social Media Policy

Whether or not you specifically post about your experiences, your participation on social media reflects DPAA. Please keep this in mind when publishing information online, conducting Instagram Takeovers, etc. Please remember: You are responsible for your actions. You may be legally responsible for the content you post, so respect brands, trademarks, and copyrights. Remember, **the internet is forever.**

Do

- Follow DPAA on social media: @daytonperformingartsalliance on Instagram and Facebook.
 - Including, Dayton Ballet School, Dayton Ballet, Dayton Philharmonic, Dayton Opera, and Dayton Philharmonic Youth Orchestra
- Feel free to share posts from DPAA's official social accounts.
- Tag DPAA in your personal social media posts: @daytonperformingartsalliance.
- Be careful about what personal information you share online.
- Act responsibly and ethically.
- Use common sense. **THINK** before you post.
- Be honest, accurate, and respectful. If you question its authenticity or truth, please do not post.
- Celebrate performing arts and entertainment in the Miami Valley region.

Don't

- Don't misrepresent yourself.
- Don't share a patron, friend, or colleague's information or photos without their permission.
- Don't make harmful, threatening, or harassing comments about others.
- Don't communicate with teachers, faculty, conductors, and staff via their personal social media accounts.

Basically, if you have any questions or hesitations about whether or not to post something, don't post it.

Cell Phone Policy

The use of all electronic devices is strictly prohibited during rehearsals and concerts. Please ensure all devices are silenced and stored out of sight. Dancers must leave their cell phones in their bags. If cell phones become a distraction between classes or on break, students may be asked to place them in a designated area until class or rehearsal is over.

NOTE for Dayton Ballet School families: if you need to reach your child about something urgent, please call the Dayton Ballet School and we will make sure they get the message.

Photo and Video Media Release

As a member of a Dayton Performing Arts Alliance (DPAA) participatory programs, I hereby give the DPAA permission to record, distribute, photograph, film, videotape, and/or portray any performance or activity in which I appear, perform, or participate in connection with DPAA, for use by DPAA for social media, promotional, solicitation, and fundraising purposes.

Please email us at education@daytonperformingarts.org, if you do not wish to have your child photographed for this purpose.

Professional Photography

We offer the opportunity for professional photos for our Dayton Ballet School students to be taken during Nutcracker and at the end of the year concert. These photos are paid for and purchased through the photographer and are not affiliated with the Dayton Ballet School.

Dayton Philharmonic Youth Orchestra musicians have the opportunity for professional photos during the March concert. Seniors are required to take a photo which will then be used for the May concert program.

Logos and Graphics

All logos and graphics associated with the Dayton Performing Arts Alliance (DPAA) are their property and cannot be used without permission.

Facility Care

Please remember that we are guests at rehearsal and performance venues. Treat the facilities with respect and leave them in the same or better condition than before we entered.

- **Instrument Care:** Use only your assigned instrument and avoid touching instruments belonging to others, including any instruments in the facilities.
- **Sheet Music Care:** Each member will be provided with a folder containing all music for the current program. This music must be brought to every rehearsal and concert. Musicians are responsible for the care of their music and folders. Important changes, dynamics, and bowings should be marked in pencil. **There will be a \$10 charge for lost or damaged music.** This fee may be paid via Jackrabbit or to the Engagement Programs Manager.
 - In addition, any charges to DPAA from music publishers because of late return of music will be passed on to the student whose music caused the late return.
- **Maintaining Cleanliness:** Dispose of trash properly and avoid leaving food wrappers, water bottles, music, or handouts behind.
- **Respectful Boundaries:** Remain within designated areas during rehearsals and performances. Avoid unauthorized access to other areas of the facility.
 - Students are not permitted to leave the offstage area for Starbucks or the Wintergarden during performances at the Schuster Center.
- **Preserving Property:** Do not tamper with, damage, or vandalize any part of the rehearsal or performance space.
 - Do not lean, hang, or pull-on ballet barres.
- **Food and Beverages:** No snacks, food, or gum of any kind are permitted in the studios or rehearsal spaces.

Identification and Backstage Access Badges

All Dayton Performing Arts Alliance employees, EnCorps volunteers, Learning and Community Engagement (LCE) Program Performers, Students, and Contractors are issued an identification / access badge. The badge is used for multiple purposes including:

- Identification at any LCE program in schools, churches, libraries, and community venues.
- Entry access, when permitted, into secured areas at performance venues such as Schuster, Victoria Theatre, Dayton Art Institute, etc.

The badge is the property of Dayton Performing Arts Alliance and must be returned after the performance ends or at the time of separation. In the event a new badge is requested due to name change, destruction, carelessness, or because a badge was misplaced, you will be charged a \$10 replacement fee. Badges damaged through fair wear and tear are replaced at no charge. This fee may be paid via Jackrabbit or to the Engagement Programs or Ballet School Education Manager. Until this fee has been paid, a new badge will not be issued, and backstage access will not be permitted. Loaning of the identification / backstage access badge to anyone or other misuses is

prohibited and failure to adhere to these policies can result in removal / disciplinary action and a charge of \$10 for the return of the confiscated badge or an appropriate replacement.

Program Information

Attendance Policy

A guiding principle of all our participatory programs is that extraordinary dedication is essential to achieving excellence. Members are expected to be present at all rehearsals, classes, and performances. The success of our concerts depends on 100% attendance at all rehearsals and preparation for each rehearsal outside of class time. At the start of the season, please mark rehearsals and performance dates in your calendar.

The following attendance guidelines will be enforced:

- A maximum of two unexcused absences per semester for emergencies and unavoidable conflicts.
 - A semester is defined as:
 - First semester – September through December
 - Second semester – January through May
- Excessive unexcused absences or early dismissals will result in a meeting with your authorized adult to discuss the situation, and possible reassignment or dismissal from the program, at the discretion of the program director or conductor.
- For clarification, examples of excused absences would be the following:
 - Family emergencies, e.g. births, deaths.
 - School music and dance programs and performances.

Specific guidelines for the **Dayton Ballet School**:

- Due to the nature of ballet and how the classes progress week to week, attendance at every class is very important. Attendance includes being on time and prepared for class. Students arriving more than 10 minutes after their scheduled class time will have to observe the class and not participate. This is for the dancers safety – if they miss the warm up portion of class, they are not properly prepared for class.
- Consistent attendance is required to participate in the end of the year concert. While attendance is very important, we understand that illness or other unavoidable situations will occur.
- If you are going to miss class for any reason, please let us know by either calling or emailing the Ballet School Registrar.
- For information about makeup classes, see the Dayton Ballet School section in this handbook.

Specific guidelines for the **Dayton Philharmonic Youth Orchestra:**

- Please complete the absence form at least two weeks in advance of any absence, except for illness. Even when absent due to illness, submit the form. Absences without prior notice will be considered unexcused.
 - Absence form linked here or via the QR code:
 - [DPYO Absence Form 24-25 \(google.com\)](#)
- All musicians must sign in upon arrival. Signing in for others is not permitted.
- The annual DPYO Campout is mandatory for all members.



Departure Procedures

I hereby authorize the program participant to leave DPAA rehearsals, classes, and performances independently upon rehearsal, class, or performance completion. I understand that DPAA is not responsible for the program participant’s safety once they have left the building. A DPAA staff member will wait until 15 minutes after the rehearsal, class, performance, or concert is completed.

I have discussed safety procedures with my child, including the designated exit door.

If the program participant must leave early, I will notify the appropriate DPAA staff or faculty member in advance.

Weather Closing and Delay Procedures for Learning Programming

Learning and Community Engagement staff will be monitoring weather conditions and local school closings and delays. Considering the impact of a cancellation with safety and re-scheduling possibilities, staff will make the final decision to cancel or proceed.

After the decision has been made to cancel or proceed, notifications for each group will be as follows:

Ballet School – Ballet School staff will contact authorized adults if they decide to cancel classes or release students early (on the Jackrabbit app, website, and/or news channels).

DPJS, DPYS, DPYO – Conductors will notify authorized adults of cancellations.

Dayton Opera Youth Performers – Company Manager will notify authorized adults of cancellations.

Q the Music – follow Dayton Public School closing and DPAA Learning and Community Engagement staff to notify faculty.

Remember, safety is a priority, so always be aware of your surroundings and follow any instructions provided by faculty and staff.

Youth Performer Ticket Offer from DPAA

You can use the code below to receive **1 complimentary ticket** plus **2 \$5 tickets** for upcoming DPAA performances across our Masterworks, Ballet, Opera, Rockin', and SuperPops series* through the **2024 – 2025 season**.

Order [online](#), call 937-228-3630, or get tickets in person at the Box Office. The Box Office is open Tuesday – Friday, 10 am – 6 pm, and Saturday, 12 – 4 pm.

Code: LCE2425

How to Redeem:

1. Enter the promo code in the top right-hand corner of your screen.
2. Select the performance you want.
3. Select tickets in the B, C, or D price levels and enter the **LCE2425** discount .
4. Click “Add to Cart.”
5. The complimentary tickets will be reflected in your cart.
6. You will need to log in to your account, or create one, to complete your ticket purchase.

If you need help or have questions about tickets or setting up group sales, please contact DPAA Engagement and Patron Services Manager, Kate LaFollette, at (937)-535-5443 or klafollette@daytonperformingarts.org.

**Restrictions: Limited to B, C, and D Price Levels. Limit 1 complimentary ticket and 2 \$5 tickets per order. Not to be combined with any other offer and cannot be upgraded for Premium or A-Level tickets. Offer valid throughout 2024 – 2025 Season only. Offer excludes The Nutcracker, Elf: In Concert, Learning programs featuring the Dayton Philharmonic Youth Orchestra, Dayton Philharmonic Youth Strings, Dayton Philharmonic Junior Strings, Dayton Ballet School, Dayton Ballet School Ensemble, Q the Music, and other performances featuring youth ensembles are also excluded; these programs already have student-family discounting reflected in their ticket price.*

Additional Discount Programs

Discount Name	Discount	How to Redeem	Who	When
AES Ohio \$5 Ticket Program	\$5 tickets for levels B – E. Limit 4 per order.	Available the first Tuesday of the month for that month’s performances. Purchase online or through the box office.	First come, first serve. Open to anyone.	All core DPAA shows except: - <i>The Nutcracker</i> - <i>Elf: In Concert</i> - <i>Aida</i> - Rockin’ or Pops Shows - Learning programs
Dayton Metro Library Check Out the Arts Program	FREE tickets for levels A – E. Limit 6 per household.	Available the first Tuesday of the month for that month’s performances. Call or visit the box office. Show your library card at the time of purchase or ticket pick up.	Anyone with a valid Dayton Metro Library Card.	All core DPAA shows except: - <i>The Nutcracker</i> - <i>Elf: In Concert</i> - <i>Aida</i> - Rockin’ or Pops Shows - Learning programs
Military Appreciation Program	2 pairs of FREE tickets (4 total) to be split for use in first and second half of season.	Show Military ID at the box office to redeem	Anyone with a valid Military ID.	All core DPAA shows except: - <i>The Nutcracker</i> - <i>Elf: In Concert</i> - <i>Aida</i> - Rockin’ or Pops Shows - Learning programs

Tuition Fees

The commitment to DBS, DPJS, DPYS, DPYO, and *Q the Music* is for the entire season. If a student needs to withdraw from classes for an unavoidable situation, classes can be dropped with a written letter of explanation to your conductor and DPAA staff. No refund for tuition already paid or prorated will be provided. All families are required to have a card on file in Jackrabbit for their payments.

For the **Dayton Ballet School**, tuition payments can either be paid in full on August 15th or paid in four installments on August 12th, October 21st, January 6th, and March 17th. There is a \$35 annual registration fee, which now includes a recording of the end of the year concert, and it will be applied to your first payment. We now offer a referral program for DBS – if you have a friend that enrolls, please tell us that you referred them, and your registration fee will be waived.

For the **youth orchestra ensembles**, tuition payments can either be paid in full on August 15th or paid via a payment plan after discussing with the Engagement Programs Manager. This fee covers administrative costs such as music, rehearsal and performance space, conductor salaries, and more.

- Tuition fee for DPJS and DPYS is \$225 for the 2024 – 2025 season.
- Tuition fee for DPYO is \$425 for the 2024 – 2025 season.

Q the Music is a tuition-free afterschool program at Ruskin Elementary.

Financial Assistance

Financial assistance is offered for all our participatory programs. Information about how to apply is emailed with the acceptance letters for the youth orchestras and emailed out by the Dayton Ballet School faculty and staff.

The Dayton Ballet School is an ACE certified education provider; however, ACE is no longer awarding additional funds. Any existing ACE funds may be used towards the 2024 – 2025 school year.

Merchandise

Merchandise for the Dayton Ballet School can be purchased via this link:

<https://dayton.danceteamstore.com/>

Youth orchestras' merchandise will be available in the fall. More information will be sent out during the season and updated on the Dayton Philharmonic Youth Orchestra website.

Communication from Staff

Newsletters to the Dayton Ballet School students and families are sent out monthly by DBS faculty and staff.

During the season, weekly emails are sent from the conductors of each youth orchestra ensemble. If you are not receiving these emails, please update your email address in Jackrabbit and let the Engagement Programs Manager know.

Authorized Adults

Authorized adults can include designated family members and caregivers.

Authorized adults are expected to pick up students promptly at the end of each rehearsal and performance. For concerts and performances, backstage access is restricted to authorized personnel only. Authorized adults may not enter backstage unless specifically approved by the Learning and Community Engagement team.

For the Dayton Ballet School and youth orchestras, authorized adults are invited and encouraged to observe classes on designated dates released in the calendar, known as Visitor's Week.

EnCorps Friends of the Dayton Performing Arts Alliance

EnCorps Friends of DPAA is the official volunteer committee for the Dayton Performing Arts Alliance. Volunteers are vital to DPAA's operations, and through their passion, they ensure that everyone in our community has the opportunity to fall in love with the performing arts.

Potential volunteer opportunities can include:

- Welcoming patrons at events and working to ensure that everyone has a positive and meaningful experience;
- Assisting with Learning programs, such as the Instrument Petting Zoo, Dayton Ballet School concerts, Young People's Concerts, and more;
- Sewing in the costume shop;
- Organizing the music library and making copies;
- Assisting with fundraising, community, and social events;
- Hosting Artists-in-Residence;
- Assisting with auditions for all participatory programs;
- Helping the administrative staff to complete archiving, mailings, organization, and more;
- Distributing posters, brochures, and other marketing materials throughout the community;
- And MUCH MORE!

We're inviting you to join EnCorps! By giving just a little time, you can make a big difference. Whether you can help backstage or at rehearsals, there's an opportunity for you. You could even provide snacks for hungry performers or lend a hand at a fundraising event.

Volunteer at your convenience! Visit our website to learn more and fill out the interest form:

www.daytonperformingarts.org/volunteer

Each year, the Dayton Philharmonic Youth Orchestra (DPYO) selects officers to help with specific tasks during the season. These roles include: President, Attendance Officer, and Food Officer. For more information, email the Engagement Programs Manager.

Dayton Ballet School (DBS)

Statement from Artistic Director of the Dayton Ballet, Brandon Ragland

“My vision is that Dayton Ballet School continues to be a space that develops and nurtures the next generation of artists by providing high quality training, education, and performance opportunities for students who want to make dance a part of their lives.”

Communication with Dayton Ballet School Faculty

Please direct all registration questions to our School Register. Please direct all other questions to the Dayton Ballet School Education Manager.

Any questions for specific faculty or requests to meet with faculty must come through the Education Manager. Authorized adults or students cannot contact, text, or message teachers, faculty, and staff.

Stay connected with the Dayton Ballet School through our new app! We encourage all authorized adults to download it for easy access to Jackrabbit and our website. It also allows us to communicate with you via push notifications and other convenient features.

Please visit our website at www.daytonballetschool.org and social media channels for more information.

Audition Information

Dayton Ballet School students are selected for certain roles or casting based on many factors such as ability, attitude, growth, and attendance. The directors and faculty at Dayton Ballet School are very knowledgeable and qualified to make these decisions. We kindly ask that these decisions are not questioned but we encourage students or authorized adults to ask about ways their dancer can continue to grow and improve.

For Nutcracker – Our annual production of the Nutcracker conducts auditions at the beginning of the season that are open to all community dancers ages 6 – 18. This is a unique opportunity for dancers of various ages and skill levels to attend the audition. A variety of roles are available. There is a one-time audition fee.

For other ballets – If student dancers are needed for any company productions besides Nutcracker, these roles will be given to DBS students only. Dayton Ballet Artistic staff will audition dancers and choose the casting for these roles.

Class Level Placement

Please understand that ballet levels do not advance year to year like grade levels in school. Dancers may spend 1 – 3 years at a certain level depending on physical and mental maturity. Our main goal is that each dancer is challenged but not overwhelmed. We are happy to assess and change placements as we see needed. Please do not request that your child be moved to a

different class or level. These placements and decisions made by Dayton Ballet School faculty are for the safety and well-being of each dancer.

Arrivals and Dismissals

Children's Division dancers (Creative Movement, Pre-Ballet, Preparatory Ballet, and Ballet 1) will be brought to Floor 5 by an authorized adult and will wait for faculty to take the class down to Floor 4. Dancers will be released back to their adults on the 5th floor after the completion of their class.

Youth Division (Level 2 – 5) and Boys Division dancers will be brought to Floor 4 by an authorized adult and will be checked in by desk faculty. Dancers will be released to an authorized adult on the 1st floor by the elevator. Whomever is taking the dancer home must enter the doors and pick up their dancer. No dancers in the youth level can exit the building alone.

Pre-Professional Division dancers (Level 6 – 7) may use the dressing room on Floor 5 or may come to Floor 4 after being dropped off. Dancers may meet authorized adults at the elevator or outside. A release form must be signed to allow dancers to exit the building alone or to drive themselves.

Regardless of age or level, dancers need to be picked up promptly at the end of their class. We appreciate this as a courtesy to both the dancers and our faculty.

Parking

We are located on the 4th floor of the historic Victoria Theatre building at 140 North Main St, Dayton, Ohio 45402. We recommend you allow plenty of time to find parking, as it can sometimes be challenging. Metered parking is free in the evening and weekends. There is usually metered street parking available on Main St., First St., Second St., and Jefferson St. Some parking lots and garages have access for a fee. Please check the times and rates carefully on all options.

Make-Up Classes

Make-up classes are intended for absences due to illness or family emergencies. These classes are not meant to be used for absences related to other sports, hobbies, or activities. Make-up classes must be done in the dancer's current level or in the level below. Please call or email ahead of time to schedule your spot in a make-up class. No more than 3 make-up classes are allowed in a semester.

Visitor's Week

For the Dayton Ballet School, authorized adults are invited and encouraged to observe Dayton Ballet School classes on designated dates released in the calendar. On all other dates, adults are asked to stay on the 5th floor of the Victoria Theatre. Authorized adults can include designated family members and caregivers.

Please be respectful that the 4th floor is a classroom area and a workspace for the professional company. Adults walking around, talking, or sitting on this level are a distraction and not allowed without permission. No photos or videos can be taken of other children during class visitation – it is at the discretion of the faculty to allow photos and videos.

Exclusivity Statement

Dayton Ballet School Ensemble (DBSE) students are not allowed to dance at any other studios. They are only allowed to participate in dance related activities at their academic school.

Dayton Ballet School (DBS) students are encouraged to only study at Dayton Ballet School. Consistency in training is very important for the development of young dancers.

Class Attire

Dayton Ballet School **does** require a uniform for classes. Hair must be pulled back neatly and away from the face in a bun or braids. Short hair can be worn down if it is secured back from the face with gel, hairpins, or a headband. No jewelry besides stud type / non-dangling earrings are allowed.

For the 2024 – 2025 School Year, students' uniforms consist of class-level leotards and t-shirts. While leotards are preferred to ensure proper technique during classes, other options are available upon request. These uniforms are generally used in the end of the year concert. Students do have the option to wear tights that match their skin tone. If you select this option, please make sure shoes and tights match. Please refer to the Uniforms section of the website for links:

[Dayton Ballet School Uniforms - Dayton Ballet School](#)

Concerts and Other Opportunities

All Dayton Ballet School students participating in ballet classes will participate in the end of the year concert. Costumes and tickets are purchased at an additional cost. There are 3 required rehearsals for this performance. Important rehearsal and performance dates will be included in the monthly newsletters.

All Dayton Ballet School students are eligible to audition for the Nutcracker. We highly encourage all our dancers to audition.

Additional performance opportunities for Dayton Ballet School students with the professional company may arise. These roles are given to dancers based on size of costumes, age, and number of dancers needed. An invitation to participate or audition for other professional shows will come from Dayton Ballet Artistic Director, Brandon Ragland.

Dayton Opera Youth Performers (DOYP)

Schedules

Schedules will be sent out via the Chorus Master and Company Manager.

Audition Information

Auditions are held based upon the Dayton Opera's annual performance opportunities and will be announced on the DPAA website.

Arrivals and Dismissals

Your child should be accompanied into each facility and must be signed in and out.

Performance Attire

Please wear clean, solid-colored undergarments (e.g. tank top, biker shorts, leotard, sports bra, plain t-shirt, no graphic t-shirts) under costumes for performances.

Dayton Philharmonic Junior Strings (DPJS)

Website Information and Schedules

Please find the most up-to-date information, including the schedule, on the DPAA Youth Orchestra website here: <https://daytonphilharmonicjuuthorchestra.org/>.

Audition Information

Auditions for entrance for our three youth orchestras will be held each year in the spring. All members are accepted by audition only, including members of the previous year's orchestra. Audition music will consist of a solo of the student's choice, scales, and sight-reading. Audition results are confidential and are for the conductor's use only. After rehearsals for DPJS have begun, changes in seating may take place at the discretion of the conductor, and any additional auditions will be held on a space-available basis.

Performance Attire

The goal of concert attire is to create a professional and uniform appearance for the orchestra. All members should dress appropriately with this in mind.

Options for attire:

- White dressy blouse or dress shirt.
- Black dress pants or black floor-length skirt.
- Long, dark solid tie (optional).
- Black socks / stockings.
- Black dress shoes.
- No jeans, corduroys, or leggings allowed.

Dayton Philharmonic Youth Strings (DPYS)

Website Information and Schedules

Please find the most up-to-date information, including the schedule, on the DPAA Youth Orchestra website here: <https://daytonphilharmonicyouthorchestra.org/>.

Audition Information

Auditions for entrance for our three youth orchestras will be held each year in the spring. All members are accepted by audition only, including members of the previous year's orchestra. Audition music will consist of a solo of the student's choice, scales, and sight-reading. Audition results are confidential and are for the conductor's use only. After rehearsals for DPYS have begun, changes in seating may take place at the discretion of the conductor, and any additional auditions will be held on a space-available basis.

Performance Attire

The goal of concert attire is to create a professional and uniform appearance for the orchestra. All members should dress appropriately with this in mind.

Options for attire:

- White dressy blouse or dress shirt.
- Black dress pants or black floor-length skirt.
- Long, dark solid tie (optional).
- Black socks / stockings.
- Black dress shoes.
- No jeans, corduroys, or leggings allowed.

Dayton Philharmonic Youth Orchestra (DPYO)

Website Information and Schedules

Please find the most up-to-date information, including the schedule, on the DPAA Youth Orchestra website here: <https://daytonphilharmonicjuvorchestra.org/> and on the Dayton Philharmonic Youth Orchestra Facebook page.

Audition Information

Auditions for entrance for our three youth orchestras will be held each year in the spring. All members are accepted by audition only, including members of the previous year's orchestra. Audition music will consist of a solo of the student's choice, scales, and sight-reading. Audition results are confidential and are for the conductor's use only. Auditions for seating for DPLYO will take place in late September or early October.

Performance Attire

The goal of concert attire is to create a professional and uniform appearance for the orchestra. All members should dress appropriately with this in mind. All members are expected to wear formal, professional attire, and should be covered from shoulders to floor.

Options for attire:

- Black tuxedo (no tails) OR black suit, white dress shirt, black bow tie, black socks, black dress shoes.
- Black floor-length dress, black stockings, black dress shoes.
- Black blouse with $\frac{3}{4}$ or full-length sleeves, professionally fitting black dress pants or black floor-length skirt, black stockings, black dress shoes.
- No skirts shorter than floor-length are permitted.
- Modest jewelry and simple, black hair accessories.
- Jackets are not optional for men.
- No jeans, corduroys, or leggings allowed.

Q the Music

Enrollment Information

Students that want to participate in *Q the Music* must be enrolled by their authorized adult. Enrollment application and re-enrollment forms will be accepted through the Miracle Makers program at the beginning of each school year at Ruskin Elementary School.

Q the Music Goals

- **Provide Access & Excellence**
 - Students will be given free, high-quality instruction in ensemble-based music that reflects the cultural traditions of its students and features engaging, passionate instruction.
 - Consistent participation in this program during grades 3 – 6 offers unique training and preparation for auditioning for the Dayton Philharmonic Junior Strings (including scholarships for this program) and Stivers School for the Arts.
- **Celebrate Music Through Performance**
 - By performing frequently, students will gain poise and self-confidence, as well as motivation to continue refining their musical skills. Most importantly, they will gain the joy of sharing music with others.
- **Support Leadership and Social Skills**
 - By encouraging student mentorship and peer teaching, students will have the opportunity to develop leadership, communication, and other interpersonal skills.
- **Develop Community Engagement**
 - Students, authorized adults, faculty, staff, and the local community will be included and celebrated through frequent performances.
- **Nurture the Whole Child**
 - *Q the Music* believes that young people need to be supported in all aspects of their development. For this reason, academic tutoring, social skills, and musical progress are emphasized equally within the program.
- **Foster a Team Approach**
 - By encouraging and maintaining a positive, collaborative environment students work together as a team to solve problems, refine a product, and contribute meaningfully to the group.

Student Expectations

Q the Music students are expected to follow the Ruskin School Behavioral Expectations: Be **Safe**, Be **Respectful**, Be **Responsible**.

In addition, *Q the Music* is based on **Three Core Values** based upon the El Sistema model:

RESPECT ★ Responsibility ★ Teamwork

Sectionals	Orchestra	Enrichment	Transitions
Bring a positive, can-do attitude to class each day. Try your best to learn each day's lesson.	Follow the directions of all the faculty.	Follow the directions of all the faculty.	Walk in the hallways at all times. Keep your hands and feet to yourselves.
Follow the direction of your faculty and volunteers. Stay focused on the group tasks.	Enter the room and go directly to your assigned seat. Unpack right away and be ready to begin class.	Enter the room and go directly to your assigned seat. Stay focused on group and individual tasks.	Go directly from one class to another.
Follow core values with every student and adult; Respect, Responsibility, and Teamwork.	Follow core values with every student and adult; Respect, Responsibility, and Teamwork.	Follow core values with every student and adult; Respect, Responsibility, and Teamwork.	Arrive at each class on time. If you need to take a bathroom break, you must still arrive on time.
When the lesson starts, sit quietly, avoid talking, and playing your instrument out of turn.	When rehearsal starts, sit quietly, avoid talking, and playing your instrument out of turn.	Raise your hand to speak, follow all instructions, and be a good teammate.	Talk in a normal speaking voice volume.

Listed above are *Q the Music's* classroom behavior expectations, which we expect all our students to follow on a daily basis. When a student is not following expectations, we may take the following steps:

- Warning
- Seat Change or Time Out
- Student Conference or Behavior Reflection
- Phone Call Home
- Parent / Guardian / Authorized Adult Conference
- Behavior Contract
- Temporary Suspension from *Q the Music*
- Permanent Removal from *Q the Music*

Performance Attire

Students will wear provided *Q the Music* t-shirts or polos with dark pants (navy blue or black) to all concerts unless otherwise notated.

In the event a t-shirt or polo is damaged or lost, you will be charged a \$20 replacement fee, payable to the Orchestra Director or Enrichment Coordinator.

INDEX:

Child Protection Policy

For your information, DPAA Learning and Community Engagement program staff and volunteers are required to read and acknowledge receipt, understanding and adherence to the Child Protection Policy; may be required to submit to background checks, and obtain training on DPAA's policies regarding abuse, neglect, and children in crisis, Ohio mandated reporting laws, and safely working with children prior to their service with DPAA based on the level of interaction of working with children as follows:

- **Tier 1 – Mandated Reporters - Individuals who are required to notice and report child abuse.**
 - **Who:** Anyone in direct contact with students (ex. DPAA Conductors, Teachers, Staff, Wardrobe Supervisor, and Parent or Volunteers backstage for Dayton Ballet School, Ballet School Ensemble, Junior Strings, Youth Strings, Youth Orchestras, DPYO Camp Kern, and Q the Music at any venues (Schuster, Victoria and/or Community Events).
 - Required to have an annual background check, attend mandated training, and sign the Child Certification, Protection, and Safety Certification form.
- **Tier 2 – Non-Mandated Reporters - Individuals who interact closely with children.**
 - **Who:** Staff (Operation, Production, Ballet Dancers, and Opera Artist-in-Residence)
 - Required to have a background check, read, and sign the Child Protection and Safety Certification form.
- **Tier 3 – Individuals with limited interaction**
 - **Who:** Any Ensemble Musicians, EnCorps Volunteers, Guest performers, and LCE parents at rehearsals or serving snacks, Independent Contractors: Guest performers for Ballet, Opera, and Philharmonic), Guest Conductors, Guest Directors, Sectional Coaches for LCE, Stage Managers, Costume Designers/Coordinators. IATSE (Wardrobe and Stagehands).
 - Required to read and sign the Child Protection and Safety Certification form.

DPAA leadership will provide staff and volunteers with opportunities for training. All DPAA Learning and Community Engagement staff and volunteers who have direct interactions with students are required to take the training annually and certify that they did so. Documentation of their attending the training will be kept in their personnel file. Staff and volunteers who have not completed training will be barred from working with children until the training is complete.

Handbook Acknowledgement Form

DAYTON PERFORMING ARTS ALLIANCE

LEARNING AND COMMUNITY ENGAGEMENT

HANDBOOK FOR ALL DPAA PARTICIPATORY PROGRAMS

I acknowledge that on the date indicated below, I received a copy of the Dayton Performing Arts Alliance’s Learning and Community Engagement Handbook for DPAA participatory program participants.

I understand that this current version of the handbook completely replaces any earlier version that I may have received.

I further understand that as a participant of the DPAA, I have the responsibility and obligation to read and adhere to the policies outlined in the handbook.

Participant Name

Authorized Adult Name

Participant Signature

Authorized Adult Signature

Date

Date