



HoustonBallet

**Summer Intensive Program
Parent/Guardian and Student Handbook
Levels 5 – 8
2019**

Houston Ballet Academy

Center for Dance

601 Preston St.

Houston, TX 77002

713.535.3200

hbacademy@houstonballet.org

Welcome to Houston Ballet's Summer Intensive Program! This program is designed for serious ballet students who are ready to be immersed in a dance environment and new challenges. Thank you for entrusting us with your child's summer training and well-being during this program.

- All payments are nonrefundable. Log in to [Classe365](#) to make tuition, dorm, and activity payments.
- Completed forms and medical packet due via CampDoc by May 18. CampDoc information is emailed to you in February.
- If a student is injured within 30 days of the start of the summer program, a full release or list of restrictions by a doctor must be sent to the Academy before the student will be allowed to participate in our program. Any student that is injured within one month of the start of summer intensive must send the Academy office a signed doctor's note that releases the student to participate fully in all summer intensive classes and rehearsals.
- **Students that have not returned the physical via CampDoc will not be allowed to participate in classes.**
 - The deadline for optional activity selection is April 30 via CampDoc. Options include: weekend activities, semi-private Pilates/Body Conditioning lessons (Levels 6-8 only), Professional Program audition fee & airport transportation fee. All payments are nonrefundable

Before the summer program begins:

- Boarding students should check into the dorm on June 15, 2019.
- On Saturday, there is:
 - check-in for residents of Center for Dance (CFD) and University of St. Thomas (UST) at their respective dorms
 - optional building tours of the Center for Dance for all students and parents
 - optional check-in for all summer students to receive their name tag and CFD entry badge. Students will wear name tags in all classes and use their CFD entry badge to access the building and stairs.
- Students that do not receive their name tag and security badge prior to the start of the program will receive it the first the day of summer intensive before orientation.

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Important Dates- please mark your calendars!

March 15 (Friday) - Payment #2 Due

March 22 (Friday) - Late fee added to payments not received

April 15 (Monday) - Payment #3 Due

April 19 (Friday) – Late fee added to payments not received

April 30 (Tuesday) - Deadline to submit lunch, weekend activity, Houston Ballet performance, and audition selections in CampDoc

May 15 (Wednesday) - Final Payment #4 Due- activity selections will be on this statement. Activity selections may not appear prior to May 10

May 15 (Wednesday) - 30 Day Cleared-to-Dance Deadline-any injured student must be cleared by May 30 to participate in all activities

June 10 - Schedule for week 1 emailed. Dorm roommate assignments emailed.

June 13 - Chaperone contact information/airport contact information emailed.

June 15 (Saturday) - Arrival & airport day for all dorm students. Check-in at UST dorm between 12-4pm. Optional CFD Bldg. tours; orientations, optional badge and name tag pick up at CFD for all summer students

June 16 (Sunday)- optional orientation at CFD for those unable to attend Saturday; Houston Ballet Company performance of *Marie*. Sign up for your free ticket on CampDoc.

June 17 (Monday) - First day of Summer Intensive

June 23 (Sunday) - NASA Space Center

June 30 (Sunday) – Schlitterbahn Waterpark

July 4 (Thursday) - Independence Day Holiday- No classes; Galleria mall shopping

July 5 (Friday) - Level 5 audition for Pre-professional/Professional Program

July 7 (Sunday) - Museum of Natural Science

July 8 (Monday) - Level 6-8 Audition for Pre-professional/Professional Program

July 13 (Saturday) - All audition results distributed

July 15 (Monday) - Accepted Professional Program student meetings with Houston Ballet Academy staff

July 21 (Sunday) - Main Event Entertainment Station

July 25 (Thursday) - Final performances #1 (Your student may be cast this day or a different day.)

July 26 (Friday) - Morning Technique Class Observation (Levels 5 & 6 only)

July 26 (Friday) - Final performances #2, #3, #4 (Your student may be cast this day or a different day.)

July 27 (Saturday) - Morning Technique Class Observation (Levels 7 & 8 only)

July 27 (Saturday) - Final performances #5, #6 (your student may be cast this day or a different day); check-out of dorms by evening

August 1 (Thursday) - Deadline to register and pay for Fall semester for accepted students

TUITION, FEE, DORMITORY PAYMENTS

Installment #1	\$400 deposit
Installment #2	March 15 th
Installment #3	April 15 th
Installment #4	May 15 th

Houston Ballet accepts Visa, MasterCard, and American Express credit cards, cash and checks.

WITHDRAWAL AND NO REFUND POLICY

All tuition and fees paid to the Academy are nonrefundable. If a student wishes to withdraw from the Academy, the Academy Office must receive, in writing, a notification that the student is withdrawing. The parent or guardian will be responsible for all tuition payments due up until the point the Academy receives written notification of the withdrawal. Should a student withdraw in the beginning or middle of a quarter which has been paid, the remaining tuition will be forfeited to Houston Ballet Academy. The Academy is not liable or obligated in any way to process any refunds or issue any tuition credits. It is recommended to purchase tuition insurance from a third party.

If a student's tuition is not paid in full by May 15 or if the Academy has not received the completed Physical Form, the student will not be allowed to attend class until all payments and forms have been received.

DROP OFF AND PICK-UP POLICY FOR COMMUTER PARENTS AND STUDENTS

In order to maintain a safe environment, Houston Ballet has policies for student arrivals and pick-ups.

DO	DO NOT
Parents waiting for pick up may stop on the right side of the yellow line in our drive-through lane.	Please do not stop next to the Center for Dance and drop off children on Preston or Louisiana Avenue. Our drive-through lane is available for a safe drop off outside of downtown traffic.
Parents dropping off, you can pause in the left lane while students are entering the building.	Do not leave your car unattended.
For safety, please use the sidewalks, rather than using the ramps.	Please do not park over the yellow line in order to allow cars to pass freely in the left lane.
Please be respectful of other parents in the pick-up line as well as the Houston Ballet Staff.	Do not wait for students in the drive-through more than 15 minutes prior to the end of class. Early arrivals cause congestion on the roads surrounding our building.

For additional details on our pick up and drop off policy, please review the HBA Handbook on our website. *Failure to abide by the lobby, parking and pick up/drop off policies may result in dismissal from the Academy.*

INTERNATIONAL STUDENTS

Non-United States citizens must obtain an I20 and/or M1 visa to participate in Houston Ballet classes. Canadian students must only obtain an i20 from Houston Ballet Academy. The international student processing fee is \$100, and international students are not allowed to take a full course of study without an M1 visa and/or i20. After registering, please email hbacademy@houstonballet.org for more information and instructions on applying for an M1 visa. All international students are required to scan their M1 visa to the Academy office and show their i20 and M1 stamp (if applicable) in their passport before they will be allowed to participate in any classes. The M1 visa requires a \$200 USD payment to SEVIS. This fee is separate from the international student processing fee.

PRE-PROFESSIONAL/PROFESSIONAL PROGRAM AUDITION

Summer students in Levels 5-8 have the opportunity to audition for the Pre-Professional/Professional Program for a fee of \$35. The audition for Levels 6-8 is on the Monday of the fourth week of the intensive. The audition for Level 5 students is the third Thursday of the intensive. All audition results will be released on Saturday, of week four.

The Professional Program (Pro 1 or Pro 2) is a full day program. Accepted Professional students will be required to meet with the Houston Ballet Academy staff on Monday of the 5th week of the intensive. The Pre-professional Levels 6-10 are after school, evening levels. The Advanced level has classes during the day. Accepted Advanced and Professional level students will meet with the Academy staff. Students and parents will be emailed an information packet and details on how to register for the year. All registration materials and first tuition payments must be submitted by the second week of August.

Houston Ballet Academy is unable to provide housing for all accepted Professional students and does not provide any housing for Pre-professional students. The Center for Dance dormitory and Market Square Tower apartments are by invitation only from the artistic staff. Nonlocal auditioning students should plan for alternative living arrangements.

MISSING CLASS: ATTENDANCE/SICK/INJURY PROCEDURE

Students will be dancing 6 days a week. Attendance is mandatory in all classes. If a student residing at UST or CFD is ill and not able to participate in class, he/she should notify the chaperone who will then report the illness to the Academy Office. Students living in an apartment or staying with a host family should email hbacademy@houstonballet.org to let the Academy know any time a student will be missing class. Houston Ballet will not be responsible for administering any medications. All students are responsible for their medications on a daily/as needed basis.

If a student is injured and unable to participate in class, he/she will be required to complete a "Class Audit" document for each class in which they are not able to dance fully. This document will be required for each class students are not able to participate in, signed by the teacher of each class, and turned into the Academy office.

Weekly class schedules will be posted in the hallway on the 1st, 3rd, and 5th floor. If students have questions about their daily/weekly schedule, they should report to the Academy Office.

INJURY POLICY

If a student is injured within 30 days of the start of the summer program, a full release/restrictions of all activities by a doctor must be sent to the Academy before the student will be allowed to participate in our program. **The summer program is not a place for rehabilitation or progression towards full dancing duty.** If a student arrives at the program with a preexisting injury, the student must visit the Athletic Trainer on the first day and show a signed doctor's note. Due to the intensive, concentrated nature of our program, any student that is unable to fully participate in the program after 5 days of an injury will be sent home at the expense of the parent.

The Houston Ballet Academy employs thoroughly trained instructors and utmost care is given to all students; however, the Academy cannot be responsible for any injuries sustained by a student. Students who become ill or injured must notify a staff member immediately. If a student is injured, the severity of the injury will first be evaluated by our on-site athletic trainer. If a doctor's appointment is necessary, Academy staff members will schedule an appointment and the on-call chaperone will drive the student to the doctor's office if the student resides in the St. Thomas Dormitories. The student will be responsible for all fees, including co-pay, full payment upfront if needed, and parking fees. Students residing in the Center for Dance Dormitories will need to schedule a ride with the Center for Dance chaperone. Other students who need to visit a doctor need to provide their own transportation. Houston Ballet Academy Staff is not responsible for providing student transportation.

PILATES/BODY CONDITIONING

The mat Pilates and Body Conditioning program is a formal part of ballet training at Houston Ballet Academy. Under the direction of a strong team of certified Pilates instructors, students from our Pre-professional/Professional program have seen an improvement in their dancing and a decrease in their injuries.

REGISTERING FOR SEMI-PRIVATE PILATES SESSIONS/SEMI-PRIVATE BODY CONDITIONING SESSIONS

Students in Levels 6-8 interested in signing up for additional Pilates/Body Conditioning classes should indicate their interest on CampDoc. Note: Pilates mat classes are already included in the summer curriculum for Levels 5-8; these semi-private lessons are an optional addition for \$150 for five semi-private lessons (3 students per 1 instructor). Space is limited, and requesting to purchase does not guarantee your child will be able to participate. Space is filled on a first-come first serve basis. You will only be charged for Pilates/Body Conditioning if your child is able to participate. If all sessions are filled prior to your request, you may be placed on a waiting list. There are no refunds for unused classes under any circumstance. Sessions will expire at the end of the Summer Intensive Program.

Due to schedule constraints, you may not request Pilates AND body conditioning semi-private lessons – students must choose one or the other. Appointment times are typically scheduled before morning technique class. The Pilates & Body Conditioning schedule is posted on the 3rd floor call board each Friday for the following week. The schedule is also posted at the UST dorm.

YAMUNA BODY ROLLING™

Yamuna Body Rolling™ is a part of the summer curriculum for all students. Yamuna™ balls will be provided for students during their class. Yamuna Body Rolling™ is a type of myofascial release performed on a small ball. It was created by Yamuna Zake, a yoga teacher and massage therapist, to supplement her work with her clients. It consists of a series of routines using 6-10 inch balls, giving students the knowledge, tools, and skills to recover from the demands placed upon them in the studio. It allows the dancer to work specific muscles in detail, to create suppleness in tight areas, and optimize range of motion. It re-educates muscles and stimulates bone, creating positive, permanent changes in the body.

Yamuna Body Rolling™ can prevent injuries and is one of the most effective and affordable manual therapies a dancer could ask for: It brings rapid relief, increased blood flow, relaxation, and healing to tired, achy, overused muscles after hours of rigorous class and rehearsal.

AMERICAN FESTIVAL FOR THE ARTS CHOREOGRAPHIC OPPORTUNITY (LEVEL 8 ONLY)

Through collaboration with the American Festival for the Arts, Level 8 students will have the opportunity to work closely with young composers in producing an original work. This “world-premiere” is an invaluable experience offering students the chance to explore the techniques and challenges of creating, rehearsing, and performing short pieces of original choreography. Please see below for a letter from the Executive Director of the American Festival for the Arts. There will be an informational meeting during the first week of intensive. If you are interested in participating in AFA, please mark your interest in CampDoc and be sure to attend the interest meeting.



Dear HBA Level 8 Summer Student:

On behalf of the Houston Ballet Academy and the American Festival for the Arts, we would like to invite you to an extraordinary opportunity to explore the world of choreography and contemporary music.

The American Festival for the Arts (AFA) is a summer music conservatory program very similar to Houston Ballet’s Summer Intensive Program. Each summer, more than 300 students attend AFA, taking part in programs including orchestra, choir, piano and composition.

Each year, AFA student composers write new contemporary works for performances on our concert series. For nearly twenty summers, the AFA Composition department has joined forces with the Houston Ballet Academy to offer student composers and choreographers a supportive and instructive forum to collaborate on new dance works. In each summer session, up to four Level 8 Houston Ballet Academy choreographers team up with AFA student composers. Over the course of five weeks, they collaborate to complete new ballets, all under the guidance of faculty from AFA and Houston Ballet — each of them professionals in their respective fields.

Houston Ballet’s summer students and the AFA student composers will have the opportunity to perform their final works at the Margaret Alkek Williams Dance Lab during AFA’s World Premieres Concert. The final collaboration will also be performed during Houston Ballet’s end-of-summer performances. Hundreds of ballet and contemporary music lovers will have the opportunity to witness these creations and enjoy the fruits of this very special program.

We look forward to the possibility of working with your child this year!

Sincerely,
American Festival for the Arts

CLASS UNIFORMS

Students are required to wear the specific style and color of uniform outlined below. All girls will need pink tights, pink ballet shoes, and pink pointe shoes. Please allow 3-4 weeks for online ordering/delivery of Wear Moi leotards (<https://wearmoi.us/en/new-collections/461-faustine.html>)

Leg warmers and ballet skirts are not allowed in classes. Students may only wear one pair of earring studs. No other jewelry (including multiple ear piercings, necklaces, bracelets, rings, exercise trackers, body jewelry, anklets) may be worn. Leotards must be worn as designed-no rolling of leotards at seams or hems.

Level	Morning Technique	Pas de deux	Modern	Jazz	Character
Level 5 Girls	Wear Moi brand Faustine (microfiber basic tank leotard with front pinch. Full front lining and U-cut back.) Color: Black	black bike shorts to wear on top of your uniform.	Black or pink footless tights	Black jazz shoes and jazz pants or shorts	Black horizontal strap leather character shoes and solid black character skirt (should be below the knee)
Level 6 Girls	Wear Moi brand Faustine (microfiber basic tank leotard with front pinch. Full front lining and U-cut back.) Color: Navy blue	black bike shorts to wear on top of your uniform.	Black or pink footless tights	Black jazz shoes and jazz pants or shorts	Black horizontal strap leather character shoes and solid black character skirt (should be below the knee)
Level 7 Girls	Wear Moi brand Faustine (microfiber basic tank leotard with front pinch. Full front lining and U-cut back.) Color: Dark Gray	black bike shorts to wear on top of your uniform.	Black or pink footless tights	Black jazz shoes and jazz pants or shorts	Black horizontal strap leather character shoes and solid black character skirt (should be below the knee)
Level 8 Girls	Wear Moi brand Faustine (microfiber basic tank leotard with front pinch. Full front lining and U-cut back.) Color: Light gray	black bike shorts to wear on top of your uniform.	Black or pink footless tights	Black jazz shoes and jazz pants or shorts	Black horizontal strap leather character shoes and solid black character skirt (should be below the knee)
Level 5-7 Boys	Motionwear brand shirt Style 7207 Color: White 481 Tights: Body Wrapper Style- M90 Black footed, black ballet slippers Suggested dance belt: Capezio N5930		Black footless tights	Black jazz shoes and jazz pants or shorts	Black character shoes or jazz shoes.

Level 8 Boys	Motionwear brand shirt Style 7207 Color: Black 497 Tights: Body Wrapper Style- M90 Black footed, black ballet slippers Suggested dance belt: Capezio N5930		Black footless tights	Black jazz shoes and jazz pants or shorts	Black character shoes or jazz shoes.
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Saturday free dress is optional. For free dress girls: leotard choice will be open. For boys: must wear tights to the knee or longer and a t-shirt, leotard or tank; color and style is open.

OTHER REQUIRED ITEMS

Peppermint foot spray or deodorizing wipes; available at the Body Shop (<https://www.thebodyshop.com/en-us/body/foot-care/peppermint-cooling-foot-spray/p/p000676>), Amazon (https://www.amazon.com/Fresh-Foot-Wipes-Peppermint-Canister/dp/B00M749FF8/ref=sr_1_1_sspa?s=baby-products&ie=UTF8&qid=1535659114&sr=1-1-spons&keywords=foot+wipes&psc=1), online retailers, or DIY.

END-OF-SUMMER PERFORMANCE REQUIRED ATTIRE

It is important to purchase these items to ensure uniformity and continuity for the end of the summer program performances. We strongly recommend that you purchase these items now, as we cannot guarantee that local stores will have these items in stock.

<p>Girls</p> <ul style="list-style-type: none"> • Performance make-up (foundation, blush, eyeliner, mascara) along with appropriate hair products and accessories (bobby pins, hair net in your hair shade, gel, clips, hair spray, hair pins, etc.) • One pair of tights for PERFORMANCE ONLY: BODY WRAPPERS # A45 TPK> convertible seamed tights (bring a spare pair of performance tights in case of emergency) • Flesh-colored camisole leotard that matches your skin tone • One bottle of Kiwi Sport Whitener Shoe Polish in White, pictured below • One bottle of Cover Girl Clean Makeup in #105 Ivory, pictured below. These will be used for pointe shoe pancake during performance week. • Social Dance final performance attire: solid, brightly colored leotard
<p>Boys</p> <ul style="list-style-type: none"> • Performance make-up (foundation, blush, eyeliner); hair spray, gel • One pair of tights for PERFORMANCE ONLY: MEN'S BLACK M. STEVENS TIGHTS. • One pair of BLACK BALLET SLIPPERS & one pair of WHITE BALLET SLIPPERS for PERFORMANCE ONLY. • Social Dance final performance attire: solid, brightly colored t-shirt and black jazz pants

Below is the link to the Cover Girl Cosmetics website, but you may also find this item at your local drugstore.

<https://www.covergirl.com/beauty-products/face-makeup/foundation-makeup/clean-liquid-foundation>



END-OF-SUMMER PERFORMANCE

Students in the Level 5-8 program will perform in the Margaret Alkek Williams Dance Lab. Information regarding tickets and casting will be announced on Friday of the 4th week of the summer program. Due to limited seating available, we encourage only immediate family to attend. Parents/Guardians will be sent an email at the end of the fourth week of the program with information on how to purchase tickets to attend a designated performance. *See draft casting email at the end of this handbook. Each student will have the opportunity to purchase 2 tickets to an assigned performance. After an assigned date, any unsold, preassigned tickets from the six performances will be released for sale to the general public. Photography and video recording are not allowed during the summer performances. Due to choreographic rights, we are not able to sell recordings or DVDs of summer performances.

Thursday, July 25 (7pm)

Friday, July 26 (1:30pm, 4pm, 7pm)

Saturday, July 27 (11am, 2pm)

\$15 per ticket (not included in cost of tuition)

Margaret Alkek Williams Dance Lab
Houston Ballet Center for Dance
601 Preston St
Houston, TX 77002

NEARBY HOTELS/BED & BREAKFASTS TO CENTER FOR DANCE

Hotel Icon

220 Main St.
Houston, TX 77002
713 224 4266

Club Quarters in Houston

720 Fannin Street
Off Rusk and Main Streets
Houston 77002
713 224 6400

Four Seasons Hotel

1300 Lamar St.
Houston 77010
713 650 1300

Holiday Inn Express and Suites

1810 Bell St.
Houston 77003
713 652 9400

The Lancaster Houston

701 Texas St. at Louisiana St.
Houston 77002
888 608 3732

Hotel Derek

525 West Loop South at Westheimer
Houston 77027
713 961 3000

Hyatt Regency Houston

1200 Louisiana St.
Houston 77002
713 654 1234

Best Western Downtown Inn & Suites

915 W Dallas St.
Houston 77019
713 571 6680

Doubletree Hotel Houston

400 Dallas St.
Houston 77002
713 759 0202

Crown Plaza Houston River Oaks

2712 Southwest Freeway
Houston 77098
713 523 8448

Houston Yellow Cab Service: 713 236 1111

Robins Nest B&B Inn

4104 Greeley Street
Houston 77006
713 528 5821
www.therobin.com

Patrician B&B Inn

1200 Southmore Boulevard
Houston 77004
713 523 1114
www.texasbnb.com

Sara's B&B Inn

941 Heights Boulevard
Houston 77008
713 868 1130
www.saras.com

Lovett Inn

501 Lovett Boulevard
Houston 77006
713 522 5224
www.lovetinn.com

Modern B&B

4003 Hazard Street
Houston 77098
832 279 6367
www.modernbb.com

CLASS OBSERVATION/EVALUATION/PRIVATE LESSONS

Class observation is of morning technique class during the students' regularly scheduled classes on the day noted at the beginning of this handbook. You may observe ballet technique class only. A reminder email will be sent closer to the date. Photography (no flash) is permitted during observation. Due to limited seating availability, we encourage only immediate family to attend. There are no formal evaluations or assessments given during the summer program. Students enrolled in the Pre-professional/Professional program receive an evaluation during the school year. There are no private lessons in the summer program or during the Pre-professional/Professional school year. Students may not request studio space for private use during the summer program.

PURCHASING ATTIRE AND SHOES

Houston Ballet does not have a dance supply store on site. Students should arrive at the start of the program with all their required attire and shoes. There is a dance store near our studios where students can purchase any additionally needed supplies during their stay in Houston.

Costumes and Dancewear, Inc.
1503 Dunlavy Street
(713) 523-4004
3.3 miles from the Center for Dance

CFD SHOE ROOM

Houston Ballet is privileged to have a shoe room on site that is supplied with shoes for the professional company. Should a student wear the same make and size as any surplus shoes in the shoe room, he/she is welcome to purchase shoes during the allotted shoe room hours. Custom shoe orders are not made for students. Requests to hold shoes or inquire about the current supply of shoes before the start of the summer program will not be accommodated. Students are encouraged to arrive to Houston with adequate supplies to last them the duration of the program. Shoe room hours will be posted at the start of the Summer Intensive Program.

CATERED DELIVERED LUNCH OPTION

Lunches are delivered to the Center for Dance Monday through Friday at lunch time. Students participating in the lunch option may pay for the 5 week option (no lunches offered during week 6). The lunches may include sandwiches (chicken, ham, turkey etc.), wraps, entrée salads, vegetarian options, hot meals, and more. See the end of this handbook for menu samples. Due to the cafeteria style of the dorm and the catered lunch, we are not able to offer any special diet accommodation or gluten free lunches. Lunches may be labeled gluten friendly. The University of St. Thomas and catering company do not assume responsibility for an individual's allergy or sensitivity to food provided in this establishment. We cannot guarantee that foods offered are gluten free due to potential for cross contamination with gluten containing foods. Please be aware that manufacturers and products may also change from time to time and the items cannot be guaranteed gluten free. The UST cafeteria is not a vegan kitchen and cannot accommodate vegan meal requests.

Students participating in the catered lunch are responsible for their own lunch on Saturdays and Sundays and during week 6. On Saturday and Sunday, lunches may be purchased from one of the nearby options within walking distance of the Center for Dance (see map at the end of this handbook). Drinks and snacks may be purchased from the vending machines located in the lobby area on the 1st floor for the CFD.

Please pre-register for the lunch option in CampDoc. If you do not pre-register, you may add the lunch until the end of the first week of the program. Note: The amount will not be prorated for students who choose to sign up during the first week. Houston Ballet is unable to provide special meals that are based on dietary choices.

Students who choose not to participate in the lunch option will **not** have access to a refrigerator and should pack a lunch bag with an ice pack. Students will have access to one microwave.

Students living at Market Square Tower for the summer that would like to leave CFD to return to their apartment will be allowed to do so. It is preferred they travel in groups, but if not possible, they may go alone. Students also must sign out and sign back in at reception.

MAILING LETTERS AND PACKAGES TO STUDENTS

Houston Ballet Academy is unable to receive any packages prior to the start of the intensive. Any package received prior to first day of summer intensive will be returned to sender at sender's expense. Parents may preorder supplies and have them available for pick up at this specific Target location only: Target, 8500 So. Main Street, Houston, TX 77352. Target phone number: (713) 661-8213.

Once the program begins, packages will only be accepted at the Academy office—do not send to University of St. Thomas dormitory. Address packages:

Student First & Last Name/Level _
Note: CFD Dorm or UST Dorm
Summer Intensive Program/ Houston Ballet Academy
601 Preston Street/ Houston, TX 77002

To mail any letters and packages during the summer program, please mail directly to the Academy office address listed above. Students should look on the mail table the Academy office to pick up any correspondence once the program has started. Staff will not be responsible for tracking lost mail or giving student packages. Any remaining mail after summer intensive ends may only be forwarded to students if all fees have been paid.

**UNIVERSITY OF ST. THOMAS DORMITORIES (UST)
FOR STUDENTS AGES 12-17**

Dormitory Address:
University of St. Thomas
Guinan Hall
1303 Sul Ross Street
Houston, TX 77006

CHECK-IN AT UST	12 PM-4PM	SATURDAY, JUNE 15
CHECK-OUT AT UST	BY 11AM	SATURDAY, JULY 27

- There is a mandatory orientation meeting for all UST residents on Saturday evening in the dorm lobby. Parents are welcome to attend if they wish.
- Minimum age to live at UST dorm: 12 as of 6/15/19
- Maximum age to live at UST dorm: still 17 as of 7/27/19 (Students who turn 18 during the program are not eligible to live in the dorm)
- Furniture provided: two or three beds, dressers, desks, in-room MicroFridge (mini-refrigerator with a freezer and microwave oven), and cable TV hookup. Houston Ballet reserves the right to place students in a double or triple room at any time. No student will remain in a single room.
- Roommate requests are only accommodated if both parties request the same student. If a student would like to switch roommates with another student, all 4 students or parties involved must agree. If your child's roommate leaves, your child will receive another roommate or will move into another room with roommates.
- Students are required to provide their own bedding.
- Guinan Hall, where St. Thomas students will be residing, has a computer room, kitchen, recreation room, movie room, and free laundry facilities. Wi-Fi is available in lobby and rooms.
- Food: Breakfast and dinner provided daily at UST in cafeteria. **Due to the cafeteria-style of all meals, UST and Houston Ballet are not able to accommodate special diets (vegan, gluten free, etc.). The price of meals cannot be separated from the cost of the dorm. It is an inclusive price that cannot be prorated.**
- Grocery store and Target trips: Students will have the opportunity to shop for food and any other items they need to purchase on Sunday before the intensive begins and every week throughout the summer. Chaperones drive students to various grocery stores every week. Students are driven to Target every week.
- Transportation: Residents are transported in vans and buses by the chaperones and a school bus for daily class.
- Houston Ballet is not responsible for holding money for students or administering and tracking medications.
- Walking around UST Campus: If students are participating in one of the off campus chaperoned activities during the week, students stay with the chaperoned group. To walk around the campus, students must travel in a group of 3 or more and can only go in the approved areas during specified times. They must sign in and out in the chaperone binder. This is for all our students regardless of age. No one can leave campus without signing out at the front desk with a chaperone's permission.
- Dorm rules are addressed in the mandatory dorm student orientations on Saturday and Sunday, as well as the middle of the week for those absent. The rules are also posted in each hallway. The punishment for breaking rules depending on rule broken:
 1. First offense-warning
 2. Second offense-room restriction
 3. Third offense- room restriction and call to parents
 4. Fourth offense- referred to Houston Ballet Academy
 5. Offenses that merit automatic room restriction: girls in boys' rooms and boys in girls' rooms

UST DORM CHECK-OUT PROCEDURES

As you are making preparations to depart the dorm, here are some guidelines to keep in mind:

- You cannot pack up your child's belongings without your child being with you.
- You may check your child out of the dorms any day you want.
- Parents cannot be in the rooms past 11:00 p.m. on Friday night.
- Parents cannot be in the rooms earlier than 6:00 a.m. on Saturday
- Your child needs to have an orange ticket given by a chaperone after the room has been inspected for cleanliness before checking out.
- All students need to be checked out of rooms by 11:00 a.m. Saturday.

UST has specified that in order not to be charged for cleaning of room, the following needs to be done.

- The room needs to have all trash placed in first floor containers
- Clean out the fridge/freezer
- Floor swept
- Dressers clear and wiped down
- Tops of desk wiped down
- Walls and doors cleared of tape etc.
- Wipe down sink, counter top, tub, and toilet
- Check for items left in laundry room
- Check under/behind bed, dresser and balcony
- Replace original shower curtains if they were changed out
- Remove hangers
- Place any unwanted items in donation boxes
- Brooms, Swifter dusters are available at front desk along with Lysol Wipes until the supply run out

CENTER FOR DANCE DORMITORIES (CFD) FOR STUDENTS AGES 14+ BY INVITATION FROM ARTISTIC STAFF

Dormitory Address:

Houston Ballet

6th Floor

601 Preston St

Houston, TX 77002

- Minimum age to live at CFD: 14 as of 6/17/19
- Maximum age to live at CFD: still 17 as 6/17/19 (Students who turn 18 during the program are ineligible to live in dorm)
- Furniture provided: two beds, dressers, and desks. Students are required to provide their own bedding.
- Communal kitchen and living room with TV, couches, and laundry facilities. Wi-Fi will be available to students in all dormitory areas.
- Students will have the opportunity to shop for food and any other items they need to purchase on Sunday before the intensive begins and every week throughout the summer.
- Houston Ballet will not be responsible for holding money for students or administering and tracking medications.

Check-in begins at noon at 601 Preston St, 6th floor. There will be a mandatory orientation meeting for CFD residents only on Sunday at 9:00 p.m.

Check-In at CFD	12pm-4pm	Saturday, June 15
Check-Out at CFD	Evening	Saturday, July 27

HEAD LICE PREVENTION

Due to communal living at the UST and CFD dorms, we encourage every student to be checked for head lice prior to check-in at the dorm to avoid any potential problems. A licensed medical professional or lice treatment center can perform this check. Any student found with head lice after their arrival at the program will be quarantined and receive required professional treatment at the expense of the parent or guardian. The student(s) will not be allowed to return to class until fully treated. Please take every precaution to help prevent the spread of this highly communicable condition.

If lice is found on a student in the dorms:

In the event that head lice is found, the Academy will alert parents and students via email of the issue and the procedure. The Student Services Coordinator will contact a Lice Treatment facility (<http://theliceplace.com/>). The Student Services Coordinator will work with the Head Chaperone to schedule times to check all students living at the dorm for head lice. If lice is found on any other student(s), the chaperone will contact the parent/guardian. A chaperone will bring any student(s) needing treatment to the treatment center and student will be responsible for cost of treatment (treatment may cost several hundred dollars). Any student found with head lice will not be allowed to attend any classes until treatment is fully completed. Off campus students are encouraged to have their head checked by a licensed facility.

AIRPORT PICK UP/DROP OFF FOR DORM RESIDENTS ONLY

Houston Ballet Academy will make every effort to accommodate airport arrivals and departures during the times outlined below; however, we are unable to accommodate airline official unaccompanied minors. Do not schedule your child as an unaccompanied minor if you are using Houston Ballet transportation. Airport transportation charges will be added to the billing statement.

Airport transportation is available for residents of UST and CFD for a one way trip fee (\$35) or a round trip fee (\$45). *Approximate taxi fare from either airport to dormitory is \$35-60.*

Two airport choices: George Bush Intercontinental Airport [IAH] or William P. Hobby Airport [HOU]

Arrival on Saturday: To avoid having an extended wait time at the airport, it is recommended to schedule flights for a 12:00-3:00pm CST arrival time. Any student on a flight that does not arrive on Saturday, June 15, between 11am and 4pm is responsible for arranging his/her own transportation to the dorm. Chaperones are not available to pick up any student not arriving between 11am-4pm on Saturday.

Where to meet a chaperone: At IAH, students should go to terminal C baggage claim where a chaperone will be waiting to drive them to UST dorm. The chaperone will have a list of all students being picked up. At HOU, students will be picked up at their individual terminal baggage claim. The chaperone will have a list of all students being picked up.

Departure on Saturday: Chaperones will provide transportation from the UST dorm to both airports on Saturday, between 6:00pm-11:00pm, after the last performance ends (last performance ends at 3:30pm). Your child may or may not be cast in this performance. Please book your flights accordingly and plan for an evening departure. The chaperone will verify that all students are directed to their terminal of departure.

OPTIONAL WEEKEND ACTIVITIES FOR DORMITORY STUDENTS

Any student not staying in either dorm that wishes to participate in any of these activities is responsible for arranging his/her transportation. Please understand the following policies:

- ❖ There are no refunds for paid activities if a student later chooses not to participate.
- ❖ The Academy will not arrange any transportation for off campus students.
- ❖ Carpools between off campus students may be formed at the consent, discretion, and liability of the parents involved.

WEEKEND ACTIVITIES

Sun, June 16	Houston Ballet Company performance of <i>Marie</i>	\$0.00	One ticket for student is included in the price of summer tuition and you must indicate on CampDoc if you will or will not attend the performance. If parents would like to purchase a ticket to the show, you may contact the box office directly at 713-227-ARTS. Note: parents will be seated separately from students.
Sun, July 1	NASA	\$35	Spend the day at the NASA Space Center of Houston! Explore the exhibits and attractions, including the Space Center Theater, a tram tour of NASA’s Johnson Space Center, and galleries of astronauts and space items. There is even a simulator of what it’s like to live in space!
Thurs, July 4	Galleria shopping	\$10	No classes in observance of Independence Day. Enjoy a day of fun and shopping at the Galleria. The mall has a variety of stores at different price points to suit all tastes. Complete with ice rink and food court.
Sun, July 8	Museum of Natural Science	\$30	As one of the most heavily attended museums in the United States, and one of the most attended venues in Houston, the Museum of Natural Science houses the Burke Baker Planetarium, Wortham GIANT Screen Theatre, Cockrell Butterfly Center and a fascinating variety of permanent exhibit areas that examine astronomy, space science, Native American culture, paleontology, energy, chemistry, gems and minerals, seashells, Texas wildlife and much more.
Sun, July 15	Schlitterbahn Waterpark	\$50	Take a trip to Schlitterbahn Waterpark in Galveston, Texas. Relax in the lazy river, race down waterslides, and much more!
Sun, July 22	Main Event Entertainment Station in Woodlands, TX	\$40	Enjoy an afternoon at Main Event! Includes a game of laser tag, bowling, pizza, and a \$15 game card

Pack ample sunblock and sun protection for weekend activities!

SUGGESTED ITEMS TO PACK IN ADDITION TO DANCE NEEDS:

- Bedding and pillow
- Twin sheets for an extra-long mattress
- Towels (bath towel, hand towel, wash cloth)
- Beach towel
- Light weight jacket
- Swim suit/ Swim suit cover-up
- Dress clothes for the Sunday HB performance
- Sneakers
- Clothes
- Warm ups
- House slippers
- Flip flops
- Hat
- Sunglasses
- Hangers
- Toiletries
- Sunblock
- Magnets for name tag if preferred over safety pins
- Umbrella/rain wear
- Reusable water bottles
- Alarm clock
- Extension cords
- Laundry detergent
- Camera
- Phone chargers
- Sunglasses
- Journal book
- Pencils/ Pens
- Laptops, iPad, etc.
- Laundry bag

ACADEMY ADMINISTRATIVE STAFF

Christine Stone Martin	Academy Administrative Director
Molly LeBeau	Summer Program Manager
Carla Cortez	Registrar
Yahudi Castaneda	Artistic Operations Manager
Megan Williams	Student Services Coordinator
Cameron Hohle	Associate Registrar
Dustin Shaw	Administrative Coordinator
Laurel Collins Wright	Programs Coordinator
Bethany Morgan	Administrative Assistant

HOUSTON BALLET CENTER FOR DANCE (CFD) RULES

- Firearms are strictly prohibited on Houston Ballet property.
- Noise must be kept to a minimum, so company rehearsals and Academy classes are not disrupted. Please remember the facility also serves as an office building.
- Students and parents may not sit on or at the bottom of the stairs.
- Students may not hang on the stair railing, as the staircase must remain accessible.
- Students may not run in the lounge, halls, or on the stairs. Disruptive behavior will not be tolerated.
- Bicycles are not permitted inside the building.
- A bicycle rack is located in the basement parking lot of 601 Preston; all bikes must be securely locked.
- Small children must be supervised. Parents will be asked to remove disruptive children.
- Only students taking class are allowed upstairs.
- No gum.

Unacceptable behaviors, whether occurring in class or outside the studio, include, but are not limited to:

- Violation of any law, Academy rule, or policy
- Failure to observe proper studio protocol
- Lying, cheating, stealing
- Falsifying documents
- Theft (including attending Houston Ballet performances without a ticket)
- Destruction of property
- Drug or alcohol use
- Any behavior that places other students, staff, visitors, innocent bystanders and/or self in danger
- Verbal, written, online, or physical harassment based on race, color, religion, sex, age, disability, sexual orientation, national origin, or appearance
- Swearing, cursing or yelling
- Smoking anywhere on campus

Consequences for Unacceptable Behavior

- Dismissal from the Academy
- Dismissal from the dorm

- Suspension from classes
- Suspension from the dorm
- Early curfew and grounding at the dorm
- Referral to counseling
- Fines
- Probation
- Loss of scholarship
- Loss of stipend
- Loss of privileges (such as use of equipment)
- Suspension of privileges
- Verbal or written warnings

LEAVING HOUSTON BALLET PROPERTY

Students are permitted to leave Houston Ballet property in groups of three or more during their breaks between classes. Each student must sign out at the reception desk and write their name, date, time of departure, destination location, and time of return. Students are required to wear appropriate cover-ups when leaving the building and should not have valuable items in sight when walking around the area. Please use cross walks and obey traffic signals.

ALLERGY POLICY

If your child has an allergy or a medical condition which could result in a medical emergency, please make the Academy Registrar aware at the time of registration.

If your child has an allergy, please also notify the **Academy Administrative Director (Christine Stone Martin)** and the **Academy Director (Melissa Bowman)** in writing at the time of registration so that faculty members can be alerted. HBA is not a nut free campus. If your child carries an EpiPen, please make the office and faculty aware of where the EpiPen is kept in your child's dance bag. All administrative and artistic staff are CPR certified. There is a Registered Nurse on site with limited hours. Please be mindful this is a public building and we are unable to anticipate all possible scenarios that would introduce allergens to the building. As we can never guarantee an allergy-free environment, please use your best judgement when choosing to enroll.

Please educate your child about their allergy – they are their own best advocate!

- Ensure he or she has the right tools
- Discuss what is okay and not okay to eat
- Review what to do in case of an allergic reaction
- Teach them the best way to teach others about their own allergy

STUDENTS/EMPLOYEE ENGAGEMENT ON SOCIAL NETWORKING SITES

When using a social media site, a student may "follow," (other similar terminology used by various sites) a company member. However, a student and a company member may not engage in private communication. This policy allows students to follow the work of Houston Ballet mentors but is intended to prevent private, direct, one-on-one communication between adults and minors. Students may not 'follow', 'friend' (other similar terminology used by various sites) or engage in private communication with Houston Ballet faculty or staff at any time. Houston Ballet encourages parents to discuss the dangers of social media within their household.

NON-DISCRIMINATION/NON-HARASSMENT POLICY

Houston Ballet Academy is dedicated to the treatment of all persons with respect and dignity and to providing an environment that is free from any form of discrimination or harassment. The Academy prohibits and will not tolerate harassment of any kind to or by any persons, including teachers, staff, students, parents, and any other person affiliated with or doing business with Houston Ballet Academy. This prohibition includes harassment for any unlawful discriminatory reason, such as race, gender, national origin, disability, age, or religion. This policy also prohibits actions that, while they may not be so severe or serious as to constitute harassment in a legal sense, are nevertheless commonly understood to be abusive and disrespectful of others. Accordingly, slurs, jokes, or remarks that are derogatory of a person or group's race, ethnic background, religion, gender, disability, sexual orientation, economic status or age are considered inappropriate for the Academy's environment. This policy extends not only to verbal harassment, but also includes online harassment or bullying. Each person is responsible for exercising his or her own good judgment to avoid engaging in conduct that may violate this policy. A person who believes himself or herself to be a victim of discrimination or harassment should report the incident to the Academy Director. The matter will be dealt with on a confidential basis with disclosure only to the extent necessary for fair problem resolution and only to those who have an immediate need to know.

DRUG AND ALCOHOL POLICY

Houston Ballet Academy does not allow or tolerate drug use or underage drinking. All persons involved with the Academy, including dancers, students, parents, faculty and staff, should obey the law and refrain from providing alcoholic beverages at any location, including but not limited to private homes, to those who are not of legal age.

The Academy reserves the right to drug test any student under "reasonable suspicion" situations. The student and his or her parents are responsible for all costs, including those for drug tests, evaluations, counseling, medical treatment, and therapy. Any student refusing an initial drug test or alcohol screening will be subject to dismissal.

No student under the age of 18 is permitted to smoke on Academy property. Those students over the age of 18 may only smoke in the designated areas outside of the Center for Dance.

If a student is found with an illegal substance, authorities will be notified and penalties under Texas law will apply. A positive drug test, admission to drug/alcohol use, violation of the tobacco policy, and/or if a student is found with an illegal substance will result in the following:

- Parent(s) will be notified
- Expulsion from the academy as determined by evaluation

HURRICANE EVACUATION PLAN

Houston Ballet has a plan in place in the event that a hurricane enters the Gulf of Mexico and targets Houston. Hurricane season begins in June and ends in November. All students are required to fill out the "Hurricane Evacuation Form" included in CampDoc.

Who Will Be Sheltered

Houston Ballet is responsible for students who have opted to participate in the Hurricane Evacuation Plan. This plan is available to students living at the University of St. Thomas and Center for Dance dormitories, or for those students that do not live with a parent or family during the summer intensive program. Please note that all students will be required to stay at the shelter, unless otherwise noted in advance in the Hurricane Evacuation Form.

Houston Ballet Academy's Shelter

In the event that a hurricane evacuation has been issued for Harris County, Houston Ballet will evacuate students to a safe shelter. Students will be transported in vans and cars. Houston Ballet will work with the American Red Cross to secure this location. Food, water, and first-aid supplies will be provided and prepared for students. Students will be chaperoned for the entire length of stay in the shelter.

When Will Students Evacuate to the Shelter

In the event that a hurricane evacuation is issued while students are in class, students will be transported in vans back to their dorms to pack their necessary belongings. Please remember, as noted on the Hurricane Evacuation Form, that Houston Ballet will not provide transportation for students to the airport or any other location when the Hurricane Evacuation Plan is in effect.

Communication with Houston Ballet

Messages will be left on staff voicemails and sent out via email notifying parents that the Hurricane Evacuation Plan has taken effect. Messages will be updated on the hour during an evacuation. Staff will notify students that the plan is in place, and those not participating in the Houston Ballet Evacuation Plan will prepare for their individual plans (purchasing plane tickets, etc.) at that time. Chaperones and staff members will also advise students to tell their parents that the Hurricane Evacuation Plan is in effect.

Staff will have an emergency telephone. The shelter telephone will not be available for students to make outgoing and incoming telephone calls.

Student Responsibilities

Students not participating in Houston Ballet's Hurricane Evacuation Plan should have transportation plans in place. Their departure should take place immediately upon issuance of a hurricane evacuation. These students must check out with their chaperone or an Academy staff member. Please remember that Houston Ballet will be unable to coordinate or assist students in making alternate hurricane evacuation plans.

Students participating in Houston Ballet's Hurricane Evacuation Plan are to immediately return to the University of St. Thomas and gather in the main lobby on the first floor. Students are to contact their families and notify them that the Hurricane Emergency Plan is taking effect. Students may bring one duffle or regular-sized piece of luggage with necessary belongings to the shelter. Students should pack important documents and, if applicable, their supply of prescription medicine. Houston Ballet is not responsible for administering and monitoring medications. Each student is responsible for his/her own medication regimen and dosage. Students should also bring a blanket and their pillow.

Returning after Evacuation

Once it is declared safe to return, students will be transported back to their Houston Ballet dormitories and/or apartments. Houston Ballet chaperones will email notices to parents and leave an updated message at 713-535-3210 upon our return. Students will also be encouraged to contact their parents when they return.

HEALTHY WEIGHT MANAGEMENT POLICY

Houston Ballet Academy is committed to supporting the health and well-being of its students. The Academy staff will not discuss a weight concern with a student who is under the age of 18 unless at least one parent is present, in person, or via telephone. If a student is 18 or older, the Academy staff will meet with the student about the weight concern, and the student's parents will be notified of the discussion via email or by phone.

The Academy faculty will not make specific recommendations regarding a student's weight. If desired, the student and parents may seek such a recommendation from a health professional. A student approached with an underweight concern may return to classes only with a physician's written approval.

MEDIA POLICY

All media inquiries and requests for interviews and information must be referred to Houston Ballet's public relations department. No dancer, student, parent, teacher, employee, staff member, or other person affiliated with Houston Ballet or the Academy should talk with a member of the media about Houston Ballet, the Academy or any individual associated with either organization, on or off the record, without prior authorization from the public relations department. All photographs taken of Houston Ballet students during Houston Ballet classes or photo sessions are the sole property of Houston Ballet. Occasionally, students are interviewed by journalists and media crews to promote activities of the Academy and Company. Please note that there is a Photography and Media Release in your child's e-registration.

Social Media

Only those employees officially designated by Houston Ballet are authorized to speak on behalf of the Company. Unless you have received permission from the Public Relations department, you should not in any way imply that your speech is approved or adopted by Houston Ballet, or that you speak in any official capacity for the Company. However, Houston Ballet encourages all staff, Company Members, students and faculty to engage with, and create content for, Houston Ballet social media pages. All active social media participants, directly or indirectly representing the Houston Ballet brand, should be aware that Houston Ballet reserves the right to request the immediate removal of content that in any way relates to Houston Ballet, or the activities herein.

The use of material protected by copyright, trademark law, or other intellectual property rights without permission is prohibited. Examples of copyrighted material include, but are not limited to, Houston Ballet's and Houston Ballet's Academy's logos, images (including, but not limited to, photos from performances, rehearsals, and Houston Ballet events, as well as marketing collateral), performance audio recordings, performance video footage, footage filmed on Houston Ballet property (including, but not limited to, the Center for Dance, the Wortham Theater Center, and the production warehouse), costume and scenic designs, choreography, video and audio produced by Houston Ballet and Houston Ballet Academy (including, but not limited to, podcasts), and materials written by Houston Ballet or Houston Ballet Academy (including, but not limited to, text from brochures, programs, and HB's website).

CYBER BULLYING

Cyber bullying is any message or image online posted/texted that is cruel towards others. Houston Ballet does not tolerate cyber bullying.

Criteria for cyber bullying:

1. Intent to do harm physically or emotionally
2. Emotional unfair match- victim cannot defend him/herself from electronic distribution of images or messages.
3. Repeated harassment, embarrassment, intimidation

Threats of harm are illegal and should be reported immediately to authorities.

When cyber bullying occurs:

1. Take it seriously, it is not harmless.
2. Document- save text, image, message, etc.
3. Report it.

All schools have a provision to acceptable use policy (AUP) reserving the right to discipline students for online behavior.

Passing on the damaging message/video is being part of the cyber bullying so the sender is also guilty of the offense even though they didn't originally post it.

Poster for cyber bullying

Is it **T** rue?

Is it **H** elpful?

Is it **I** llegal?

Is it **N** ecessary?

Is it **K** ind?

THINK BEFORE YOU SEND/POST IT.

Draft casting email. Subject to change:

Dear Families,

This email contains all of the information you need regarding final performances and class observation. We are excited to share with you the casting and ticket sales information for this year's Summer Intensive performances at the Margaret Alkek Williams Dance Lab in our Center for Dance. We hope that you find this information helpful. If at any time you need assistance regarding ticket sales, please call our box office at (713.227.2787).

Performance Casting Chart:

The final performance casting chart PDF is attached to this email and lists each summer student in alphabetical order by last name. Listed next to the name is the assigned performance for which 2 reserved tickets are available to purchase. Although your child may be cast in more than one performance, you are only guaranteed tickets to the specified performance in the chart. Casting decisions are made by artistic staff and are non-negotiable. Casting will be posted for students at the Center for Dance on Monday (7/15).

- Reserved tickets are available to purchase beginning Monday, July 15 at 10 AM (CST).
- If a student and a sibling are listed for the same performance, there are only 2 reserved tickets per family for that performance.
- If a student is listed twice on the performance casting chart, his/her parent may purchase 2 reserved tickets for each performance noted for that student. A student is only listed twice if he/she is performing in two different pieces in two separate performances.

Purchase Tickets:

- **On Sale:** Monday, July 15 at 10 AM (CST).
- **Pricing:** \$15 per ticket.
- **Purchase By Phone:** 713.227.2787, during the business hours of 9 AM -5 PM (CST), Monday - Friday. All tickets are general admission (no reserved seating). No late seating. You may not purchase tickets online for this event. Please note the phone number provided will lead you to a box office representative. This individual will not have any more information regarding casting or be able to answer questions regarding the Academy's programs.
- **Deadline to purchase the reserved tickets: Wednesday, July 18 at 5:00 PM (CST). Note: there are 3 business days to purchase your reserved tickets. After that time, unsold tickets will be released for general sale.**
- **Any unsold tickets for all performances will be released for general sale: Thursday, July 19 at 10 AM (CST).**
- No refunds. Exchanges are limited to changes in casting.

Pickup Tickets:

Tickets will be available for will-call pickup on Thursday, July 26 (prior to start of show), Friday, July 27 (after observation class & prior to show) and Saturday, July 28 (after observation class & prior to show) through the start time of each performance in the lobby of the Houston Ballet Center for Dance; we recommend that parents pick up after observation classes to avoid long wait times before the performances.

Class Observation:

Class observation of morning technique class is only available during the assigned date listed:

Friday, July 26th & Saturday, July 27th

- Please arrive at least 15 minutes prior to the start of class to sign in at the reception desk and receive a visitor sticker for each member of your party.
- After you receive your sticker, please wait in the lobby. An Academy administrative staff member will lead groups to the classes up the stairs ten minutes prior to the start of class.
- Due to limited seating available, we encourage only immediate family to attend. Please take care of younger children so they do not disrupt class. They must be under your supervision at all times.
- Photography is allowed.
- Please silence all cell phones.
- There are no building tours during observation, so please refrain from walking around unauthorized areas.
- At the conclusion of class, please return to the lobby to exit the building.

Let Us Help:

- Where to stay and dine: <https://www.houstonballet.org/plan-your-visit/dining/?id=785>
- Where to park: <https://www.houstonballet.org/plan-your-visit/buildings-parking/> Parking is not available in the Houston Ballet employee parking lot.

CATERED LUNCH MENU SAMPLES

Monday

Beef Fajitas
Portobello Fajitas
Flour/Corn Tortillas
Toppings
Salad
Whole Fruit

Tuesday

Baked Potatoes
Toppings
BBQ Beef
Vegetarian Chili
Salad
Granola Bars

Wednesday

Chicken Creole
Eggplant Creole
Veggies
Salad
Whole Fruit

Thursday

Hamburgers
Black Bean Burgers
Salad
Whole Fruit
Granola Bars

Friday

Jambalaya
Vegetarian Jambalaya
Vegetables
Salad
Whole Fruit

Monday

Red Beans and Rice
Smoked Sausage
Cornbread Muffins
Veggies
Salad

Tuesday

Dijon Chicken
Baked BBQ Tofu
Vegetables
Salad
Whole Fruit

Wednesday

Assorted Sandwiches
Roasted Vegetable Sandwiches
Granola Bars
Salad
Whole Fruit

Thursday

Spaghetti
Meat Sauce
Marinara Sauce
Veggies
Bread Sticks

Friday

Baked Chicken
Vegetarian Garden Patties
Roasted Red Potatoes
Salad
Whole Fruit

OFF CAMPUS DINING OPTIONS NEAR CFD

Barnaby's Café – Market Square
800 Congress – 713.226.8787
Burgers, sandwiches, salads
Mon – Thurs 11:00a – 3:00p
Fri – Sat 11:00a – 8:00p

Birraporetti's
500 Louisiana – 713.224.9494
Italian
Mon – Sat 11:00a – 12:00a
Sunday 10:00a – 12:00a

Frank's Pizza
417 Travis – 713.225.5656
Pizza, burgers, salad, lasagna, sandwiches
Sunday 11:00a – 11:00p
Mon – Weds 11:00a – 10:00p
Thurs 11:00a – 1:00a
Fri – Sat 11:00a – 3:00a

Treebeard's
315 Travis – 713.228.2622
Southern food
Mon – Fri 11:00a – 2:30p

Minuti Coffee
909 Texas – 713.226.7500
Coffee and muffins
Mon – Thurs 6:00a – 10:00p
Fri 6:00a - 12:00a
Sat 7:00a – 12:00a
Sun 7:00a – 10:00p

Padthai Thai Restaurant
401 Louisiana – 713.528.4900
Thai style
Mon – Fri 11:00a – 3:00p, 5:00p – 9:00p
Sat 5:00p – 9:00p

Subway Sandwiches
405 Main – 713.227.4700
Sandwiches
Mon – Fri 7:00a – 9:00p
Sat 8:00a – 9:00p
Sun 9:00a – 6:00p

Café Express
650 S Main – 713.237.9222
Soup, salad, sandwiches, and pasta
Mon – Fri 7:00a – 3:00p

Niko Niko's Market Square
301 Milam – 713.528.4976
Greek favorites, outside dining
Sun – Sat 8:00a – 9:00p