

## LA SYLVAINE SCHOOL OF DANCE – Jacques Prévert Ballet Club

Clotilde Bortz, 115 Stourton Avenue, Feltham TW13 6LD  
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Thank you for your interest in the Dance Club. The club is only open to the pupils of Jacques Prévert. Clotilde Bortz, RAD STC is responsible for the club. Kindly telephone her directly if you require further information.

If you are registering online, please follow the steps that will pop up.

If you are registering in person, you will be handed out the current leaflet of the Ballet School with our timetable, fees and general information. Please refer to the School website **to download the Calendar for the academic year** (dates when the classes are held).

to check updates of the current **Timetable**

to find out details of **fees and uniforms**, as well as the **Ballet Schools Policy** documents

**Please note** The Registration Form should be either returned directly to the Ballet Teacher or to the **Ballet School Office**. The Registration Fee of £50 must accompany the Registration Form in order to secure a place. **Cheques should be made payable to: C. BORTZ**

### Newsletters and Invoices

- Once the term has started, newsletters and invoices will be sent by email. Please let us know at once if you have not received it within 3 weeks of your application being received. Newsletters and Invoices will be sent out before Christmas for the Spring Term, then in March for the Summer Term.
- Fees are payable termly in advance within 14 days of the start of the term. Once registered, pupils are automatically assumed to be continuing their classes from term to term. Notice of Withdrawal of a child must be given in writing at least 5 weeks before the end of the term, or the fees of the following term will be payable IN FULL.
- Open classes are held twice yearly, during the Autumn and the Summer terms.
- Please note that we cannot refund fees in case of cancellation beyond our control (Force Majeure).

### ORGANISATION

Classes are held on Tuesday and Wednesday afternoons, at Jacques Prévert School in the "Salle Polyvalente".

Children are registered for the whole of the academic year (3 terms).

At the beginning of each term, a newsletter will be sent to you with the list of rota of accompanying parents.

**Maternelles/Nursery classes** : Moyenne Section and Grande Section.

An imaginative approach and a sense of play, girls and boys receive a teaching adapted to their young age: general dancing (with use of ribbons, hoops, feathers, scarves...) initiation to music, mime, coordination and rhythm exercises.

### TIMETABLE – TUESDAY

**Mat MS** 3.15 - 3.30pm: children are collected from their classroom  
3.45 - 4.30pm: ballet class (children leave at 4.35pm via the playground gate, on Aynhoe Road).  
**CE & CM** 4.30 - 5.15pm: ballet class (children leave at 5.20pm via the playground gate, on Aynhoe Road)).  
*Whilst waiting for their lesson, children change into their ballet outfit and have a snack (provided by the parents) under the supervision of accompanying parents.*

### TIMETABLE – WEDNESDAY

**Mat GS & CP** 12.45pm children are collected from their classroom  
1.15 - 2.00pm ballet class (children leave at 2.05pm via the playground gate, on Aynhoe Road).

**SUPERVISING THE CHILDREN:** In order to adhere to the Health & Safety requirements of the school, a member of staff from Jacques Prévert is on duty every week.

### UNIFORMS

Uniforms are available to purchase from Miss Clotilde. **All items must be labelled with your child's name.**

**Please provide a large bag** so that your child can tidy his/her outdoors in it.

- For all classes: Aqua or Turquoise leotard & skirt, pink crossover, pink socks or tights.
- Boys: White T-shirt, gym shorts and black leather ballet shoes
- Shoes and Tights: These are not provided and can be bought at "Six Pieds Trois Pouces" 28 Bute Street, London SW7 3EX. Please sew an elastic across the instep.