



STUDENT ATTENDANCE POLICIES

Arrival/Dismissal

Students should be dropped off no more than 15 minutes prior to class and should be picked up within 15 minutes of their final class. KCBS personnel cannot be held responsible for students left beyond 15 minutes after their class has ended.

- Students in Level 2 and up are allowed to make their way to their designated studio floor to prepare for class.
- Students in Level 4 and up, when in class on the second floor (Studios 4-7) must use the dressing area cubbies to store belongings. A small shoe bag and water bottle will be allowed in the studio. Any class held on the mezzanine level (Studios 2-3) will keep their belongings outside of the studio and against the railings.
- Students leaving either campus must exit the building wearing street clothing and shoes. Students will not be allowed to exit in studio-only attire.
 - *Parents: please come to the lobby to meet your child or secure a spot in the vehicle pick up line. Students will not be released to parents just standing at the door.*

Attendance

Students in Level 1 and above are required to attend all classes listed for their level. If a student is not in class, the School Staff should be notified by 2:00pm so that the teacher can be informed of the absence. The reason for the absence as well as the student's class level should be included. Daytime students should notify staff by 8:30am.

Bolender Center contact: school@kcballet.org or 816-931-2299 x2

South Campus contact: school@kcballet.org or 816-931-2299 x3

Regular attendance is essential to improving the skills and strength required for advancement. Students who have poor attendance may be asked to leave the school. Attendance will be taken into consideration when determining eligibility for level advancement and for any KCB Company production casting.

Tardiness

Tardiness in classes is not permitted. Students must be in class, ready to dance at the designated class time. Warming up before the beginning of class is crucial to prevention of injury. Please notify KCBS Faculty by 2:00pm for evening students if tardiness is expected and by 8:30am for Daytime students. For unexpected tardiness please notify KCBS Faculty asap. Classes are designed for the development of technique. Students should arrive a few minutes before class to stretch and warm up.

- Any student arriving more than 15 minutes late will be expected to enter the studio promptly on arrival and warm up on their own under teacher supervision.
- Students may be asked to observe an additional exercise before joining in or may be asked to observe the remainder of class at the teacher's discretion.