



COLTON BALLET SCHOOL OF AUGUSTA

General Information & School Policies

Location & Contact Information

The school is located at:

2941 Walton Way
Augusta, GA 30909

(at the corner of Walton Way and Lake Forest Dr.)

The mailing address is:

Colton Ballet School
PO Box 3348
Augusta, GA 30914-3348

The main office phone number is:

(706) 733-5511

The school's website address is:

www.coltonballetschool.com

The Office Manager's email address is:

kathryn.bush@coltonballetschool.com

Enrollment

A registration form and tuition contract must be completed and mailed to or dropped off at the school accompanied by the registration fee. The forms are available at the school or on the website (www.coltonballetschool.com/tuition-and-enrollment.html). The registration fee is payable by check or with cash and is non-refundable.

Tuition & Fees

Tuition is due by the 1st of each month. A \$10 late fee will be added after the 5th of that month and each succeeding month until payment is made in full. The fee for returned checks is \$15. Payment can be made at the school or by mail, with check or cash. When the school is closed please mail to:

Colton Ballet School
PO Box 3348
Augusta, GA 30914-3348.

Tuition payments are non-refundable. Tuition credits will be considered only in cases of prolonged absence due to serious injury or illness, substantiated by medical documentation.

Observing

Parents and other interested individuals are invited and encouraged to observe Elementary and Advanced Division classes (Grades I–V) at any time. Parent Observation Weeks are held throughout the school year for Primary Division classes (Creative Movement and Pre-Ballet). Please see the School Calendar, available on the website (www.coltonballetschool.com/school-calendar.html) or at the school.



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Class Schedules

The current class schedules are posted on the website (www.coltonballetschool.com/class-schedules.html). Schedules are subject to change. The school will notify parents and students in advance of any changes through Remind texting (please check with the office for your child's class code).

Tardiness

Students are expected to arrive at the studio in time to be ready for the start of their class. The teacher may limit tardy students' participation in class to observing only.

School Closings

Normal closings are indicated on the School Calendar, available at the school or on the website (www.coltonballetschool.com/school-calendar.html). The school follows the Richmond County School System's closings due to weather conditions. Closings due to weather will be announced on the school's voicemail message and with Remind texting (please check with the office for your child's class code).

Dress Code

All female Creative Movement students are required to wear a light pink leotard with an attached skirt. All female Pre-Ballet students are required to wear a light blue leotard with an attached skirt. To ensure uniformity, they should be purchased from Tutus & Dance Shoes (on Verandah Drive at Walton's Corner, tutusanddanceshoes.com). They should also wear pink tights and pink ballet shoes.

All female students Grades I–IV are required to wear a black leotard (preferably long sleeve), pink tights, and pink ballet shoes. Skirts are allowed for grade V only (any color may be worn but black is preferable).

Hair must be secured against the head (no pig-tails, ponytails or bangs.)

Male students must wear black tights, white T-shirt, white socks, white shoes, and a black dance belt.

Students should always wear street clothing over their ballet attire when traveling to and from class. Ballet slippers must never be worn outdoors as this tracks dirt into the studio which damages the dance floors and is dangerous for the students.

Attendance and Make-up Classes

Students are expected to attend all classes. Please notify the main office by calling (706) 733-5511 or emailing kathryn.bush@coltonballetschool.com when a student will miss class: the teacher will be informed and record the absence as excused. Students may make up a missed class by attending a lower-level class during the following month. Make-up class must be scheduled with the school administrator.