

POINTEFORWARD BALLET

Specialising in Classical Ballet



2025/26
Enrolment
Pack

About Our Studio

Our Focus:

At our studio, we exist to share the joy and timeless elegance of ballet with every child who wishes to dance. As a school devoted exclusively to ballet, we offer expert instruction within a warm, supportive environment — helping each dancer reach their personal potential, whether their dream is to perform on stage or simply to experience the art of ballet. When everyone in the studio shares the same love, it creates a special energy — a sense of community, dedication, and delight in movement. We believe ballet forms the essential foundation of all dance, providing the strength, discipline, and vocabulary that support every dancer's journey, no matter where their passion leads.

Dance Styles Offered:

At PointeForward Ballet, we solely teach Classical Ballet. Our lessons follow the Royal Academy of Dance (RAD) syllabus – with the exception of our introductory ballet lessons, which provide a gentle, non-RAD introduction to the fundamentals of ballet.

What Class/Level Can My Child Participate In?

Class	Age	Lessons per Week
Tiny Tots	3-4	1x lesson (30 minutes)
Pre-Primary	4-5	1x lesson (30 minutes)
Primary & Grade 1	6-7	1x lesson (45 minutes)
Grade 2-5	7+	1x lesson (60 minutes)

* Ages are provided as a general guideline. Final class and level placements are determined at the teacher's discretion.

Timetable

Class times for 2025/26 will be confirmed and uploaded on our website after our Open Day (25th October 2025), once we have enrolment numbers and levels. For now, lessons will on Saturday's. Thank you for your patience as we create a timetable that best fits our new ballet community.

Compulsory Uniforms:

***Please note PointeForward Ballet supplies some but not ALL items included in the uniform list. The remaining items can be purchased from your local dance shop:**

- 📍 Let's Dance – Welwyn Garden City
- 📍 Razzle Dazzle Dance Supplies – Hemel Hempstead
- 📍 Dance Of Hitchin – Hitchin

Tiny Tots & Pre-Primary | Girls

- Pink ballet leotard (purchased through PointeForward Ballet)
- Pink ballet socks (purchased through PointeForward Ballet)
- Pink ballet shoes with elastics – canvas or leather (purchased at your nearest ballet shop)

*No underwear to be worn under leotards please

Primary – Grade 2 | Girls

- Black ballet leotard (purchased through PointeForward Ballet)
- Pink ballet socks (purchased through PointeForward Ballet)
- Pink ballet shoes with elastics – split-sole canvas preferably (purchased at your nearest dancewear shop)

Grade 3 and Up | Girls

- Black ballet leotard (purchased through PointeForward Ballet)
- Pink ballet tights (purchased at your nearest dancewear shop)
- Pink ballet shoes with elastics – split-sole canvas preferably (purchased at your nearest ballet shop)

For the Colder Months:

- Students may wear a form-fitting long sleeve top OR a traditional ballet wrap crossover top, matching the colour of their uniform. Please no bulky jumpers or coats during class.

Boys Attire: All ages

- White short-sleeve leotard
- Navy leggings
- White socks
- White ballet shoes (Our preference: split-sole canvas)

*All purchased at your nearest dancewear shop

Hair: Girls

For safety and presentation, all female students are required to wear their hair in a secure ballet bun for every class. A classic high ballet bun or a neatly braided bun is acceptable. This maintains the traditional, polished appearance expected in ballet training. Both styles require bun pins and a hair net, which can be purchased online or at your local dancewear shop. Tutorials for these styles are linked below.



1. Braided Bun: <https://www.youtube.com/watch?v=0K50GbXzNNo>
2. Classic Ballet Bun: <https://www.youtube.com/watch?v=3yG7Hcozrf8>

- To ensure all students' safety, jewellery and watches are not to be worn during dance lessons. Small stud earrings are permitted, but any other jewellery will need to be removed before class. Small bows, as seen in the above image are acceptable.

*Purchases made through PointeForward Ballet may require additional time for shipping. In the meantime, wearing form-fitting clothing to class is acceptable until your uniform arrives.

Open Day 2025 SATURDAY OCTOBER 25:

FREE TRIAL CLASSES to launch our new studio! Register via our website:

9:00 – 9:30 (age 3)

9:30 – 10:00 (age 4-5)

10:00 – 10:45 (age 6-7)

10:45 – 11:30 (age 8+)

Term Dates:

Term	First Day of Term	Last Day of Term
Autumn 1	4 th September 2025	25 th October 2025
Autumn 2	3 rd November 2025	20 th December 2025
Spring 1	6 th January 2026	14 th February 2026
Spring 2	23 rd February 2026	28 th March 2026
Summer 1	13 th April 2026	23 rd May 2026
Summer 2	1 st June 2026	18 th July 2026

Fee Structure

Term fees vary according to the number of weeks in each term and are payable before term begins. A 5% discount applies to full-year tuition paid upfront (only valid prior to the commencement of Autumn 1).

Half Termly Blocks	Tiny Tots & Pre-Primary (30mins £9/class)	Primary & Grade 1 (45mins £11/class)	Grade 2-5 (60mins £13/class)
Autumn 1 (8 weeks)	£72	£88	£104
Autumn 2 (7 weeks)	£63	£77	£91
Spring 1 (6 weeks)	£54	£66	£78
Spring 2 (5 weeks)	£45	£55	£65
Summer 1 (6 weeks)	£54	£66	£78
Summer 2 (8 weeks)	£72	£88	£104
Total	£360	£440	£520
Year in full discount (5% off)	£342	£418	£494

How and When to Pay Term Fees?

- Fees are paid via our website. Our yearly fee structure is broken into 6 'half terms' (Autumn 1, Autumn 2, Spring 1, Spring 2, Summer 1, Summer 2). You may opt to pay for individual half terms blocks or yearly upfront, which will provide you with a 5% discount. Simply locate the 'Enrol Now!' button and select your child's class in accordance with the corresponding term.
- Makeup lessons are not guaranteed, and fees are non-refundable for missed lessons for any reason or if a student drops a class midterm. Please be mindful of this when booking holidays.
- No refunds will be given in the case of any mandated government lockdowns.
- All payments must be paid prior to the start of the payable half term. Charges may be incurred after this period, and/or accounts may be passed on to third party collection agencies.

What Other Costs Are Involved?

- Appropriate class uniform (see 'Compulsory Uniform' section)

Do We Offer Any Discounts?

- If you opt to enrol for the entire year upfront, you will receive a 5% discount off tuition.

Are Missed Lessons Refundable?

- No - apart from exceptional cases such as serious illness.

Important Information for PointeForward Ballet Dancers and Families:

Our location:

- St Alban's Girls' School dance studio and performing arts studio (Sandridgebury Ln, St Albans AL3 6DB)

Arriving/Departing the Studio: VERY IMPORTANT!

- Students should arrive on time for their classes and be collected promptly afterward from the foyer area. Please note that supervision is not provided before or after class, and parents will be contacted if a student remains in the foyer for more than five minutes. This is to ensure the safety of each child and to avoid class interruptions.

Parking:

- At the Girl's School, there is plenty of parking available. As you enter the front of the school, take an immediate left into the back car park.

In the Studios:

- Students are encouraged to leave all valuables at home, as the studio cannot take responsibility for lost or damaged items.
- Only water is permitted in the studio; no food, soft drinks, or chewing gum are allowed.
- Dancers should bring a clearly labelled water bottle, and teachers will advise appropriate times for water breaks. Please ensure bottles are taken home after each class — any left behind will be discarded.

- Outdoor shoes must be removed before entering the dance studio to help keep the floors clean and safe.

Communication:

- PointeForward Ballet mainly communicates with its dance families via email. We will send updates and reminders from time to time, so be sure to provide your updated email address.
- Other studio news can be viewed on Facebook & Instagram (@pointeforwardballet).

Parent Viewing:

- At PointeForward Ballet, students attend lessons independently, without parents present in the studio. Tiny Tots and Pre-Primary students may have a parent stay briefly to help them settle on their first day if needed. If a child continues to struggle separating after the first week or two, we may recommend waiting to enrol until they feel a little more confident. Parents are kindly asked to leave the premises during class time and return promptly for collection. For child safety and to maintain a focused learning environment, observing classes through studio windows is not permitted, as it can create distractions or unnecessary pressure for students.

- We offer two official in-studio viewing opportunities for parents each year: one at the end of the **Spring 1 Term** and another at the end of the **Summer 2 Term**. These sessions provide a chance to see the progress students have made and the skills they are continuing to develop. We appreciate your support in helping us maintain a focused and positive learning environment for all our dancers.

Absence from Class:

- Students are expected to attend classes regularly. Please notify PointeForward Ballet in writing of any absences, giving as much notice as possible.

All communication must be done via email or text message:

Email ballet@pointeforward.co.uk

Text: 07857 037 338.

Respect and Behaviour:

- We expect all students to demonstrate kindness and respect toward their teachers and classmates. If a student's behaviour disrupts the class or is considered inappropriate, they may be asked to step out of the lesson until the issue is resolved.

Questions and Concerns:

- We believe parents know their children best, and we value open communication between home and studio. If you ever have any questions or concerns, please don't hesitate to contact us. PointeForward Ballet is committed to the highest standards of child safeguarding and wellbeing, ensuring a safe and supportive environment for every student.

PointeForward Ballet Liability Terms and Conditions:

Upon submitting enrolment forms online, parents/guardians signify that they agree to the following terms and conditions:

1. Enrolment and Payment

- 1.1. By enrolling a child in PointeForward Ballet classes, parents/guardians agree to pay the full subscription fee for either the selected half-term, or full academic year, as chosen during registration.
- 1.2. Payment must be received prior to the commencement of the selected plan—to secure the child's place.
- 1.3. Each half-term varies in length, and fees are calculated accordingly. Fees for shorter terms will be lower than longer terms, and total yearly fees may differ from the sum of all half-term payments if paid upfront.
- 1.4. Parents/guardians who choose to pay by half-term acknowledge this represents a commitment for all remaining half-terms in the academic year. Skipping or delaying payment for any half-term may result in the loss of the child's place.
- 1.5. Fees are non-refundable once a half-term has commenced, including in cases of illness, holidays, school camps, other commitments, or mid-term withdrawal.
- 1.6. Tuition fees must be completed by purchasing the appropriate class via the PointeForward Ballet website prior to the start of the respective half-term. Failure to make timely payment may result in suspension or forfeiture of the child's place.

2. Attendance and Conduct

- 2.1. Regular attendance is encouraged to support progress and skill development.
- 2.2. Parents/guardians and students must treat all instructors, staff, and other students with respect.
- 2.3. PointeForward Ballet reserves the right to withdraw a student from classes for misconduct, disruptive behaviour, or failure to comply with these terms, without refund.

3. Health, Safety, and Liability

- 3.1. Dance is a physical activity that carries inherent risks of personal injury from causes such as accidents or over-exertion. Parents/guardians accept full responsibility for their child's health and wellbeing while participating in classes or related activities.
- 3.2. Parents/guardians confirm that their child is medically fit to participate.
- 3.3. PointeForward Ballet and its staff are not liable for injuries or accidents sustained during participation unless caused by negligence.
- 3.4. Parents/guardians consent to PointeForward Ballet staff providing basic first aid assistance if necessary.
- 3.5. To support correct technique and safe movement, instructors may occasionally use a gentle, hands-on approach to guide a student's body placement. This is undertaken solely to promote safety and correct form.
- 3.6. Parents/guardians are responsible for supervising their child in the foyer and outdoor areas of the studio before and after lessons. PointeForward Ballet does not accept responsibility for unsupervised children outside class time.
- 3.7. PointeForward Ballet accepts no responsibility for loss or damage to personal belongings on the premises.

4. Cancellations, Refunds, and Makeup Lessons

- 4.1. Tuition fees are non-refundable except where a class is cancelled by PointeForward Ballet.
- 4.2. Should parents/guardians wish to withdraw their child, written notice must be provided at least seven (7) days prior to the next payment period.
- 4.3. Missed lessons due to illness, holidays, or other reasons will not be refunded.
- 4.4. Makeup classes are not guaranteed and may be offered at the studio's discretion, subject to availability.
- 4.5 The studio reserves the right to suspend, postpone, or permanently close classes or operations at any time due to insufficient enrolment or low participation numbers. In such cases, enrolled students will be notified as soon as possible, and any applicable fees for unused classes or sessions will be refunded or credited in accordance with our refund policy.

5. Media Consent

- 5.1. Parents/guardians consent to their child being photographed or filmed for educational and training purposes.
- 5.2. Parents/guardians also consent to the use of such photographs or videos for studio advertising, promotional materials, and social media.

6. Data Protection

- 6.1. Personal data collected by PointeForward Ballet is used solely for class administration, communication, and safety purposes, in compliance with applicable data protection laws and GDPR.

7. Changes to Terms

- 7.1. PointeForward Ballet reserves the right to amend or update these Terms & Conditions with prior notice to parents/guardians. Continued enrolment constitutes acceptance of any such amendments.

8. Acceptance

By enrolling your child and completing registration, you confirm that you have read, understood, and agreed to these Terms & Conditions of PointeForward Ballet.