



Dear Columbia Dance Families,

Welcome to the 2025-2026 School Year. We are counting the days until classes begin on September 2nd.

UPCOMING CALENDAR DATES

September 2	Classes begin *There will be a short parent orientation during the first class
September 25	Deadline to register for Nutcracker
September 27	Level 1A, 1B, 2, 3 Nutcracker Auditions
October 11	Nutcracker rehearsals and costume fittings begin!
December 19-21	Nutcracker Performances (Level 1A and up)
May 23-24	Spring Performances (Memorial Day weekend)

FACILITY INFORMATION

- Our building is a locked facility. Wait for the receptionist to buzz you in or enter code (emailed out separately).
- Parents are responsible for escorting their children to and from our building.
- We are located in an urban area and request that dancers enter and exit our building with street clothes over their dance uniform.
- There is metered parking right outside of our door. 1 block away you will find free 2 hour parking.

VOLUNTEER OPPORTUNITIES

Columbia Dance is a non-profit organization governed by a volunteer Board of Trustees. In addition to asking parents to volunteer to help at our Nutcracker and Spring Performances, we have a number of committees that parents are welcome to serve on should they have the time and expertise. Please let us know if you have any interest in joining one of our committees by reaching out to becky.moore@columbiadance.org

- Finance Committee works with the board Treasurer and Director to strengthen the financial standing of Columbia Dance through long-range and strategic planning.
- Fund Development Committee is charged with oversight of Columbia Dance's fundraising efforts, managing relationships with donors, and leveraging opportunities to enhance awareness of Columbia Dance within the broader community.
- Facilities Committee is charged with overseeing the maintenance of the building.
- Diversity, Equity, and Inclusion Committee is tasked with the ongoing responsibility of ensuring that Columbia Dance lives up to its value of inclusiveness. They ensure that there is constant awareness, analysis, action, and accountability in regards to diversity, equity, and inclusion as it applies to the Columbia Dance student body and the community audiences that we serve.
- Sewing Assistance our costumes are altered to fit each dancer. All levels of sewing experience can be helpful to our wardrobe team.

Thank you so much for making the decision to enroll your child at Columbia Dance. We are looking forward to a fantastic year. Please read through this packet and reach out to us with any questions you might have.

Sincerely, Becky Moore- Director, Columbia Dance becky.moore@columbiadance.org



Training Dancers | Shaping People

At Columbia Dance, we believe that ballet training not only helps you become a good dancer, it helps you be a good person. We feel passionately that art revives us and inspires us, giving children a leg up on loving who they are, and giving that gift back to the world.

Mission Statement

Columbia Dance's mission is to present dance as a life-enhancing experience for our students and our community by setting high artistic standards in classical ballet education and performance, while creating a positive, nurturing, and challenging environment where dance appreciation thrives.

At Columbia Dance We Value:

Inclusiveness – children of all ages, genders, and body types are embraced, instructed, and presented as valuable members of our community.

The Whole Dancer – the life skills that dance training cultivates are given as much value as the more specialized technicalities of the dance form. Self-discipline, self-confidence, respect, wellness and teamwork are emphasized in our studios.

Quality Instruction – professional dance instructors work as a cohesive faculty to provide a nurturing learning environment where high expectations are set, aspired to, and ultimately met through student dedication and faculty mentorship.

Performance Opportunities – our dancers are given the platform to share their art form with their community and to be a part of something bigger than themselves by participating in large productions with public audiences. They interact with choreographers and teachers, stage crew, volunteers, and their fellow dancers to contribute to the magic of our Nutcracker and Spring Performances.

Promotion of the Arts – via partnerships with area corporations, businesses, schools, private enterprise and other community arts organizations, we are invested in keeping art alive and well in our community.



SCHOOL CALENDAR 2025-2026

Classes Begin	September 2
Nutcracker Auditions & Orientation (Level 1 & up)	September 27
Saturday Nutcracker Rehearsals Begin (Level 1 & up)	October 11
Observation Week	November 3-8
Veterans' Day Holiday (There will be Nutcracker rehearsals Nov 8)	November 11
Thanksgiving Holiday	November 26-29
Nutcracker (Level 1 and up at Skyview High School)	December 19-21
Winter Holiday	December 22 - January 3
Classes Resume	January 5
Martin Luther King Jr. Holiday	January 19
President's Day Holiday	February 16
Observation Week	March 9-14
Spring Break	April 4 - 11
Spring Showcase Performances (All dancers at Skyview High School)	May 23-24
Memorial Day Holiday	May 25
Last Day of Classes	June 13

General School Information

Inclement Weather Policy:

In the event of inclement weather, Columbia Dance will announce any closures by 1pm for weekday classes and by 8pm the evening prior for weekend classes. Announcements will be sent via email and posted to our Facebook page. As our hours are very different from public schools hours, our decision to remain open or closed may differ from those of the academic schools. On occasions when Columbia Dance is able to be open during inclement weather, we will respect any family's decision to keep their child home and will happily excuse them from classes.

Parent Observation Weeks: We have found from experience that students make better progress without parents in the studio. Parents and friends are invited to observe classes twice a year during Parents Observation Week. These weeks are listed on the annual calendar.

Performances All students have the opportunity to perform at the end of the year in our *Spring Showcase*. Students in Level 1A and up, are invited to participate in our annual holiday classic, *The Nutcracker*, performed in December. Our Creative Dance and Pre-Ballet students have the opportunity to take part in an informal studio performance in late November.

Notices & Messages: Email is our primary form of communication. Important school notices and schedules will also be posted on the school bulletin board in the lobby. Students and parents are responsible for checking their email regularly.

Lobby Area: Parents are welcome to watch classes from the lobby. The level of noise in the lobby must be maintained at a low volume. Excess noise can be heard through the classrooms and disrupts the dancers' ability to concentrate. Parents are expected to keep a close eye on their children and not allow them to run around the studios. Please help us keep our lobby clean: pick up after yourselves and dispose of trash and recycling in the respective receptacles.

'No Dogs' policy: All dogs must be on leash or in a carrier and must not pass the slate entryway of Columbia Dance.

Lost and Found: The Lost and Found basket is located in the lobby. Clearly labeled clothing and shoes help to prevent their loss. Please do not leave valuables unattended.

Dressing Rooms: Men's and Women's changing rooms are available. Company members have access to unlocked lockers for dance-related personal items. Please do not leave valuables unattended. That said, all dancers will use only what belongs to them and respect the possessions of others. Behavioral expectations extend across all physical spaces in Columbia Dance—from the studio to dressing rooms; we are an inclusive community of respect and collaboration.

Conferences: Students and parents are welcome to call the school at any time they have questions or concerns. Conferences with faculty can be arranged. Teachers are often scheduled to teach consecutive classes. Instead of talking with faculty members after class, please schedule a separate meeting or phone conference time.

Absences: If your student needs to miss class, we ask that you call (360-737-1922) or email us (info@columbiadance.org) to let us know. If you would like your student to make up the missed class, our front desk staff can advise you as to which classes would be appropriate to make up in.

Tuition: Our tuition price for the 10 month school year is divided into 10 monthly payments. Tuition is withdrawn between the 1st and 5th of each month through our automatic payment system.

Outstanding Balances: Students who carry an unpaid balance on their account for more than 60 days will not be allowed to participate in classes unless payment of the outstanding balance is made in full, or unless suitable arrangements have been made with the School Manager and a good faith effort is being made to pay the balance. Families are welcome to apply for financial aid at any time during the school year if tuition payments become a hardship.

Building Access: Students and parents are only permitted to be in the building when a Columbia Dance staff member is present or if they have made prior arrangements with a staff member (for studio rental or volunteer services). We ask that you do not drop your student off before the building is officially open. Monday-Friday we open at 3:30pm. Saturday we open at 8:30am.



UNIFORM REQUIREMENTS



Feminine Uniform*: pink or skin tone tights and ballet shoes in addition to the class leotard, listed below.



Creative Dance 3

White Cap-Sleeve Leo / Eurotard #1043

Lilac Skirt / Eurotard #10127



Creative Dance 4

Lilac Cap-Sleeve Leo / Eurotard Style #1043

Pink Skirt / Eurotard #10127



Creative Dance 5

Light Blue Cap-Sleeve Leo / Eurotard #1043

White Skirt / Eurotard #10127



Pre-Ballet - Pink Tank Leo / Eurotard #4489



Ballet Level 1 - Lilac Tank Leo / Eurotard #4489 / #4402 for adult size



Ballet Level 2 - Burgundy Tank Leo / Eurotard #4489 / #4402 for adult size



Ballet Level 3 - Royal Blue Princess Seam Tank / Eurotard #44264c & 44264



Ballet Level 4 - Capezio leotard style SE1018W or SE1018C in Bright Mulberry



Ballet Level 5- Capezio leotard style SE1018W or SE1018C in Aubergine



Ballet Level 6- Capezio leotard style SE1018W or SE1018C in Teal



Company - Black leotard (any)

Modern / Jazz/ - Comfortable clothes to move in, socks

Teen/Adult - No dress code. Dancers can wear what they are most comfortable in- athletic wear or dance wear. Our only requirement is no street shoes on our dance floors.

Masculine Uniform*:

Creative Dance - Level 5: White t-shirt, black tights/leggings & black ballet shoes

Level 6 and Company: White t-shirt, grey or white tights & white ballet shoes

*Columbia Dance supports our dancers in choosing the dress code option that is right for them.

Nutcracker Info (Levels 1 and up)

AUDITIONS & REGISTRATION:

It is our hope that every student in Level 1 and up will participate in our Fort Vancouver themed Nutcracker. The audition helps us see the dancers in height order to sort out costuming.

All dancers who audition will be given a role in the production.

Saturday, September 27 th	3:30-4:30	Parent Orientation (MANDATORY for Level 1A, 1B, and new families) *We will have activities and older dancers on hand to keep your dancer occupied while you attend the meeting.
Saturday, September 27 th	4:30-5:30	Audition for Levels 1-3
Friday, September 25 th	Deadline to register online Click Nutcracker 2025 tab Register at https://dancestudio-pro.com/online/columbiadance	

*All dancers who audition must be currently enrolled in classes at Columbia Dance Center.

Wardrobe fee: \$65 per performer fee due by September 26th. You will be charged this fee when you log into our parent portal to register. These fees are used for costumes and costume maintenance, make-up, headpieces, and staff rehearsal pay. This is the only fee you will have for Nutcracker. If this fee is problematic for your family, let us know. We have financial aid monies available to waive these fees. Email financialaid@columbiadance.org

REHEARSAL COMMITMENT

WEEKLY REHEARSALS October 11 – December 13

- Levels 1A, 1B, and 2 will have Saturday afternoon rehearsals between 3:30 and 6:30pm
- Your child will be assigned a rehearsal time (usually 1 hour in length) within that time frame based on the part(s) they are cast in.

*You will receive your rehearsal schedule and casting by October 4th

**We do have rehearsals on Nov. 8 (Veterans Day weekend)

***No rehearsals Nov. 26 - 29 (Thanksgiving weekend)

TECH/DRESS REHEARSALS (subject to change)

- Evening Studio Run-Throughs: December 8 - 12
 - Everyone will have at least one day off, Rehearsals will be split between the 2 casts
- Studio Run-Through Saturday, December 13 (Both Casts)
- Theater Dress Rehearsals December 15-18

PERFORMANCES

- December 19th 10:15am and 12:30pm School Matinee (Cast A)
- December 19th 6:00pm Sensory Friendly Performance (Cast B)
- December 20th 1pm and 5pm Public Performances (Cast A)
- December 21st 1pm and 5pm Public Performances (Cast B)

VOLUNTEERISM – Volunteer support is crucial to our Nutcracker production. We ask that each family sign up for a minimum of 3 volunteer shifts. There are a variety of jobs, some which can be done at home.

POTENTIAL REHEARSAL CONFLICT? Email becky.moore@columbiadance.org ASAP to explain your conflict and find out if we can work around it. With only 9 Saturdays during Nutcracker season, stellar attendance is crucial for all dancers to feel confident on stage.

OTHER CONSTRAINTS? Casting a production of this scale is incredibly complicated. We ask that you allow our faculty to choose whether your child is in Cast A, Cast B, or in both casts. If you have an extreme situation that requires your child to be in a specific cast, only be in one cast, or needing to be in the same cast as another student, please email becky.moore@columbiadance.org ASAP to explain.

Casting & rehearsal schedule will be announced by October 4th.

Saturday rehearsals will begin October 11th. Please check your email for Nutcracker updates.

For more information call 360-737-1922 or email us at info@columbiadance.org. We are happy to answer any questions you have! We know that this is a big commitment and want to be sure you have all the details you need. Every question is a good question!