



Dear Junior Division Parents, Students, and Faculty,

We hope this message finds you well. We are excitedly gearing up to start the 2023-2024 Academic Year!

PLEASE READ THIS COMMUNICATION IN ITS ENTIRETY. Whether you are a Junior Division parent, student, or faculty member, your role in the Ailey School community is vital to making this Fall's return to dance a success. Thank you for your support and we look forward to seeing everyone in the building very soon! Here is key information you need to know before classes officially begin.

IMPORTANT: Parent and Student Access to the Ailey Studios

On Behalf of Security

Safety remains a top priority for all Ailey students, parents, patrons, staff and faculty. Before we begin the school year, there will be **Virtual Mandatory Safety and Security Information Sessions** (link will be sent the day of) for all Junior Division families. The links for each session will be sent the day of the meeting.

Save the Date (Virtual Meetings)

- **First Steps and Bounding Boys Mandatory Safety Information Meeting** - Thursday, September 7th at 6:00pm (*Make Up on Friday, September 8th at 12:00pm*)
- **Pre-Professional Mandatory Safety Information Meeting** - Saturday, September 9th at 2:00pm (*Make up on Tuesday, September 12th at 12:00pm*)

REQUIRED: Sign In App - For Students, Parents, and Visitors

For the 2023-2024 school year, all parents, students Levels III, IV, V, V/VI, VI, and VII, staff and faculty will be required to sign in and out of the building. To do this, we utilize a QR code system called *Sign In App*. Every enrolled Junior Division family will receive a *Sign In App* account for the first two contacts we have on file, as well as students enrolled in Levels III-VII. In October, we will open a form for parents to add an additional contact as needed.

**Please note, all students enrolled in the previous school year or 2023 summer intensives will receive a new QR code.*

IMPORTANT: Parent and Student Access to the Ailey Studios - continued

Set Up Your Sign In App Account

Sign In App can be downloaded onto any mobile device, and it generates personalized QR codes. A time sensitive invitation email will be sent to the email address we have on file for parents, and to the Ailey.School email account for students in Levels III-VII. From the time of receipt, you will have 72 hours to complete your account set up. Emails will be sent on Thursday, September 7th, and if you do not see it in your inbox, please check your spam/junk folder. Inside of the email you will find a link to download the app and a 12-digit code to finish registering your account. Please [click here](#) for account set up instructions. Printable version attached.

STUDENT ORIENTATION SCHEDULE - Ailey Athletic Boys Dance and Levels I-VII

- **Tuesday, September 12th - Thursday, September 14th** - Mandatory In-Person Parent and Student Orientations for students who attend weekday classes. Please [click here](#) for the schedule. Printable version attached.
- **Saturday, September 16th** - Mandatory In-Person Parent and Student Orientations during the first day of classes for Level 3B-2.
- **Saturday, September 23rd** - Mandatory In-Person Parent and Student Orientations for Level 1 and AABD A.

During orientations, all students will participate in 2 classes including a placement assessment class and mini masterclass conducted by instructors. Students should wear a leotard, tights and ballet shoes, or close-fitting movement attire. This is an opportunity for students to meet their fellow classmates, their faculty, and set several goals for the year. Additionally, students in Levels II-VII will join their parents for a mandatory orientation meeting. Here we will review expectations for the 2023-2024 school year and answer any questions you may have.

WHAT TO EXPECT ON DAY 1

There will be many Ailey staff members in front of and throughout the building to assist you every step of the way! Detailed information about what to expect on your first day will be shared during the virtual Mandatory Safety Information Meetings. A breakdown can be found [here](#).

Classes Begin

- **Saturday, September 9th** - First Steps and Bounding Boys Program
- **Saturday, September 16th** - Pre-Professional Program (Ailey Athletic Boys Dance and Levels 1-7)

A MESSAGE FROM THE AILEY BOUTIQUE

The Ailey Boutique is pleased to announce that it is now receiving orders for the 2023-2024 school year. You may place online orders at aileydancewear.com or in store at 405 W 55th St, New York, NY 10019. In addition to purchasing Dress Code, you may schedule a Shoe Fitting [here](#).

[A MESSAGE FROM THE AILEY BOUTIQUE - continued](#)

The Ailey Boutique hours of operation for Fall 2023 are:

- Tuesday-Friday - 12:00-7:00pm
- Saturday - 9:00am-3:30pm

Dress Code requirements can be found [here](#). Printable version attached. Dress Code will be enforced starting Saturday, September 30th. For more information, or to contact the Boutique, please [click here](#).

[JUNIOR DIVISION PARENT AND STUDENT HANDBOOK](#)

Parents, please review the [*Junior Division Parent and Student Handbook*](#) attached to this email with your child. Both parents and students will be asked to sign and return the Handbook Agreement Page during your assigned In-Person Orientation or on the first day of class.

[IMPORTANT LINKS](#)

- [Junior Division Resources Page](#) - All information and documents shared via email or announcement are posted here. This page is updated regularly.
- [Class Schedules](#) - Please be sure to review these before the first day of classes as there have been updates made during the summer.
- [Ailey School Customer Portal](#) - Absence Notification Form. Please [click here](#) for more information on how to submit an Absence Notification. Printable version attached.
- [Academic Calendar](#)
- [Performance Calendar](#)
- [Ailey Boutique](#)

[IMPORTANT DATES](#)

Here are important dates for the month of September.

- **Monday, September 4th** - Labor Day; Administrative Offices closed.
- **Tuesday, September 5th** - Junior Division Administrative Offices closed.
- **Thursday, September 7th at 6:00pm** - Virtual First Steps and Bounding Boys Mandatory Safety Information Meeting (Make Up on Friday, September 8th at 12:00pm)
- **Saturday, September 9th** - First Day of First Steps and Bounding Boys Program classes
- **Saturday, September 9th at 2:00pm** - Virtual Pre-Professional Mandatory Safety Information Meeting (Make up on Tuesday, September 12th at 12:00pm)
- **Tuesday, September 12th** - Thursday, September 14th - Mandatory In-Person Parent and Student Orientations (AABD B, Level 2-7 excluding Level 3B-2).
- **Saturday, September 16th** - First Day of Pre-Professional Program classes and Level 3B-2 (only) Mandatory Parent and Student Orientation
- **Saturday, September 23rd** - Level 1 and AABD A Mandatory Parent Orientation

JUNIOR DIVISION CONTACTS

Our staff is available to help. Please see below and direct questions accordingly for a timely response.

For Questions Related To:
**First Steps and Bounding
Boys Program**

Please Email:
juniordivisionparent@alvinailey.org ATTN: Dawn

Pre-Professional Program

juniordivisionparent@alvinailey.org ATTN: Merceditas

Registration Issues

juniordivisionregistrar@alvinailey.org

Tuition and Payment

bursar@alvinailey.org

Junior Division Faculty, please direct all questions to juniordivisionfaculty@alvinailey.org.

We look forward to seeing you soon and thank you for your patience and cooperation as we welcome everyone to the start of what promises to be a most rewarding school year!

Sincerely,

Blythe Koster
Administrative Coordinator, Junior Division
The Ailey School