

233 Main Road, Longfield, Kent, DA3 7PJ 0776 555 6418 contact@dance-a-cise.co.uk www.dance-a-cise.co.uk

# **Terms and Conditions**

Please take your time to read these Terms and Conditions before signing registration forms. They contain important information designed to safeguard the wellbeing of our students and to ensure that the good name of Dance-A-Cise continues to be associated with high quality teaching and the enjoyment of dance.

Detailed below are our full Terms and Conditions. By completing and signing the registration form enrolling yourself and or your child as a student of Dance-A-Cise, you are agreeing to the Terms and Conditions set out below. Any student currently enrolled with the school is bound by these Terms and Conditions by their continuing to attend classes.

Dance-A-Cise is a trading name of "Janette E Gregory" Herein after referred to as "D-A-C" D-A-C reserves the right, at its discretion, to change, modify, add, or remove portions of these Terms and Conditions at any time. We will notify all current students of any changes made, via the D-A-C Facebook page or the schools blog located at www.dance-a-cise.co.uk.

## SECTION 1 – FEES AND CANCELLATION

- 1.1 Fees are payable no later than the date stated on the relevant invoice unless previously agreed and confirmed in writing with D-A-C.
- 1.2 A fee of 5% of the total invoiced amount will be charged for all late payments unless agreed as stated in section 1.1
- 1.3 Fees are based on a 10 13-week term as indicated in our term dates for the academic year.
- 1.4 If you wish to withdraw yourself or your child from any class, at least half a terms written notice is required. If you wish to wave this notice period, then half a terms fees will be payable.
- 1.5 Fees are non-refundable.
- 1.6 Any increase in fees will be notified at the end of the academic year in preparation for the following year.
- 1.7 If an increase in fees is due to moving class (i.e. Up a grade) this can be found on our annual term dates.



#### **SECTION 2 – METHODS OF PAYMENT**

2.1 Cheques made payable to "Dance-A-Cise"

2.2 Cash in an envelope clearly marked with the student's name and the amount enclosed.

### **SECTION 3 – TIMETABLE**

D-A-C reserve the right to alter / change the timetable without notice. Every effort will be made to facilitate all students.

## **SECTION 4 – PHOTOGRAPHS AND VIDEOS**

The school will occasionally take photographs and video footage of students during class time for use in future marketing and publicity material. When registering with the school you will be asked to confirm you are happy with this. If you have any objections, please make sure to clearly indicate these on the form.

## **SECTION 5 – CODE OF CONDUCT**

5.1 Students should arrive promptly, correctly dressed and attend classes regularly. This includes having long hair pulled back and securely fastened in a bun. This is for health and safety reasons.

5.2 Students participate at their own risk and are obliged to inform the staff of any existing injuries and conditions.

5.3 During class students are expected to listen and unnecessary talking is discouraged. Any student causing any type of disruption will be asked to leave or not participate in the class.

5.4 Students are obliged to take care of their own belongings. D-A-C do not accept any liability for loss or damage to belongings. Anything found will be placed in lost property.

5.5 Parents are responsible for their child's safety before and after class as well as time spent in any waiting rooms / areas. D-A-C cannot be held responsible for any student out of the studio.



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#### **SECTION 6 – ADDITONAL ACTIVITIES**

While D-A-C actively encourage our students to participate in related activities, students who attend our school are not permitted to take consistent dance classes elsewhere in subjects offered by D-A-C. This is to avoid conflicts of interests in the training that we offer. This also helps to protect the development of our students. In some circumstance's permission can be granted for external performances. This will be handled on a case by case basis and should be submitted in writing at least 2 weeks prior to the event in question.