



## **TERMS AND CONDITIONS**

September 2021/September 2022

SCD reserves the right to alter or amend terms and conditions at any time. Fees will be reviewed occasionally and may increase with notice. By signing the Terms and Conditions you agree you are aware of Surrey Community Dances Child protections policy, Privacy Policy and Health & Safety Policy all of which are available on request and on our notice board, also soon to be on our WEB site

Surrey Community Dance requires a Contact Details Form to be signed before acceptance to any class. This form includes permission to use photos/films of your child to promote the school

Any pupil unable to attend SCD is requested to contact Su Codman by phone – 07970 345148.

Fees are paid per term in advance. Fees are to be paid by BACS – please ensure you use the child's name as reference.

If your child does not attend a class, the missed class cannot be carried forward or be held over without payment.

A full terms notice is requested for the withdrawal of a pupil in writing, or the following full term's fees must be paid.

Pupils are requested to wear the correct uniform with their hair tidy, preferably in a bun, for Ballet or back off their face. They must also wear well fitted ballet shoes, with the laces tucked in. Uniform list will be on the website [surreycommunitydance.info](http://surreycommunitydance.info) of available on request.

No responsibility for items of value left on the premises can be undertaken by the school.

It may be necessary for teachers to use physical contact when helping to improve a student's posture or movement. Please inform the teacher beforehand should this be unacceptable.

If adverse weather conditions cause class cancellations, you will be notified via text message and if possible, the class will be replaced without extra charge. Should Covid restrictions cause another lockdown, classes will revert to Zoom at the same lesson rate as in the hall.

Please inform the school in writing of any change in personal details. These will be held in strict confidence as per relevant data protection. Should a child require medication during the time spent with the school this must be administered by a parent/guardian?

In the case of an incident/accident the appropriate actions will be undertaken by a member of staff and the parent/guardian will be informed.

SCD reserves the right to ask a pupil to be removed from the class should their behaviour be considered detrimental.

Shani is happy for students to participate in other dance or performing arts opportunities outside of SCD. Please make her aware if your child/children are attending another dance school or participating in other dance events.

Please be respectful of areas around the halls and keep the noise levels to a minimum in the waiting area and when leaving the car park.

Please note waiting areas are for students and their parents/guardians only.

All staff holds liability insurance and a current DBS.

By signing the this form I can confirm that I accept all the above Terms and Conditions

**PARENT/GARDIAN SIGNATURE:**

**DATE:**

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