



OUR TERMS AND CONDITIONS

These terms and conditions apply to all classes at A-Stars Dance and Acrobatic Academy Ltd. – Weekly Dance, Coaching, Acrobatic and workshops.

To maintain a positive learning and work environment for all, students and parents/guardians are expected to behave politely and respectfully towards all staff and each other and adhere to the following codes of conduct and expectations:

- Any unkind behaviour towards other students, staff or volunteers will be dealt with appropriately, fairly and firmly. A-Stars Dance and Acrobatics Academy Ltd. have a zero-tolerance policy towards bullying.
- Inappropriate or disrespectful behaviour is not tolerated at all and may result in expulsion from the school if the principle sees fit.

Methods of payment that are accepted at A-Stars Dance and Acrobatic Academy Ltd are in the form of BACS, Direct Debits and Cash. The youngest sibling in a family is eligible for a reduced sibling rate for classes. If a student takes part in all three disciplines (Dance, Acrobatic and Coaching) they are eligible for a reduced rate for acrobatic classes.

- Classes are charged per student, per class.
- Fees are charged monthly in 12 equal instalments, despite classes running in term time only. (Each month effectively covers three classes on average).
- Fees must be paid upfront within the first 7 days of every month via a direct debit. Alternatively, a full terms cash can be given in advance. Cash payments must be in a marked envelope and given directly to the principal, Lauren Dean in class.
- By enrolling your child at A-Stars Dance and Acrobatic Academy Ltd. you are committing to a place in the class. Therefore fees must be paid for the month after notice of leaving even if the student decides not to continue with the class.
- Late payments will be given a written warning, usually via email in accordance to terms and conditions.
- Once paid, fees are non-refundable where classes are provided.
- A-Stars Dance and Acrobatic Academy Ltd. reserves the right to a late payment fee of £5 if fees are not paid within the first 14 days of the month. An additional £2 per week will be added until the fees are paid sufficiently.

- Refunds will not be given in the event of non-attendance, unless in exceptional circumstances such as a prolonged illness or injury. These circumstances are at the discretion of the principal, Lauren Dean.
- If a class is cancelled due to sickness or injury to the teacher, hall closure or unforeseen circumstances such as poor weather conditions, A-Stars Dance and Acrobatic Academy Ltd will endeavour to reschedule the class. *No refunds will be given if the class is rescheduled.* Classes will be refunded if they cannot be rescheduled.

Students must wear appropriate clothing and footwear for classes, as explained in the welcome pack. Failure to wear suitable clothing may lead to a dismissal from lessons for safety reasons.

Filming and photography consent must be given for all students before footage can be taken, in class rehearsals or performances. Mobile phones are not to be used during lessons, unless given permission to do so for filming for home practice.

- Data is kept securely and accessible electronically in the event of an emergency.
- Students are expected to attend all lessons at A-Stars Dance and Acrobatic Academy Ltd. unless illness or injury prevents them from doing so. In this instance, non-attendance should be communicated as soon possible to the principal, Lauren Dean.

The Principal reserves the right to remove any student/adult learner from an upcoming exam or show if attendance inadequate.

Students participate in classes at their own risk and are obliged to inform staff of any pre-existing medical conditions or injuries via the enrolment form.

- A-Stars Dance and Acrobatic Academy Ltd. will always have at least one fully first aid trained member of staff in attendance at all classes.
- If first aid is not to be administered to students, this must be made clear to the principal, Lauren Dean verbally or in writing stated on the enrolment form.

Members of staff at A-Stars Dance and Acrobatic Academy Ltd. are permitted to use a hands on approach to teaching when necessary.

Students are responsible for their own belongings and A-Stars Dance and Acrobatic Academy cannot be held responsible for anything that is damaged or lost.

Lauren Dean

Principal

A-Stars Dance and Acrobatic Academy Ltd.

We are committed to reviewing our policy and good practice annually.
Reviewed annually - This policy was last reviewed in August 2022.