

Terms and Conditions

Please ensure you have read and understood the following carefully.

Enrolment

- Parents / guardians are required to complete an enrolment form prior to students' commencement each year. Students will not be accepted into class without completing an enrolment form.
- Enrolment continues from time of enrolment for the full academic (calendar) year.
- If you wish to cancel your enrolment, please do so in writing. Students who do not return to classes in a subsequent term and have not advised the school prior to the end of the previous term will be required to pay the full term fees.

Fees

- Fees are charged by a term system. 8 weeks, 10 weeks, 10 weeks, 10 weeks.
- A non-refundable annual enrolment fee of \$40 is due with the first term fees. This covers Public Liability, APRA Music Licensing for the year, access to Movitae etc. (N.B. - If you enrol in Term 2- \$30, Term 3- \$20, Term 4- \$10).
- Fees are payable per term in advance and are non-refundable.
- Fees are due within 14 days of issue of invoice. If fees are not paid within this time, a late payment administration fee will apply.
- If you are unable to pay within 14 days and require an extension or would like to pay in instalments, please contact Miss Alanna to make an arrangement. In this case, no late payment fee will be charged, but please note that arrangements must be in place within 14 days of issue of invoice or administration fee will be charged.
- Term fee invoices will be issued during the last two weeks of each term.

- A costume fee of \$40 is applied to term 3 fees. This covers the hire of the costume including all stockings, accessories, hair accessories, application of makeup and hair styling. Any additional costumes will incur a \$30 fee.

Concert

Absence

- In the event of an absence, please notify Alanna via SMS or email prior to the class time.
- Lessons that are missed because of sickness or holidays (less than three consecutive weeks) are **not** refundable. These classes can be made-up (where possible) by attending a class on a different day.

Holiday

- A discount fee applies to families who take a **minimum of three** or more **consecutive** weeks. Please contact Alanna to discuss.

Injury/medical condition

- Alanna's Theatre and Dance Studio is not responsible for any injuries in or out of class.
- It is the responsibility of the student/parent to inform the teacher of illness or injury prior to commencing class.
- Basic first aid is available to every student. Due to government regulations we are unable to provide anyone with Panadol or equivalent medication.
- In the event of an emergency – illness or accident, where you (or emergency contact) cannot be contacted, you give the staff of Alanna's Theatre and Dance Studio permission to refer your child to a Doctor, Ambulance or Hospital.

Drop off/Pick up

- Parents/guardians are responsible for drop off and pick up for their child/children from all classes.
- Alanna's Theatre and Dance Studio is not responsible for students going between classes or for students who have a break between classes; parents /guardians are responsible for their child/children going between classes or while on breaks between classes.

Photos

- Photos of your child that are taken during Alanna's Theatre and Dance Studio classes may be used in advertising or on our social media pages. Please advise if you DO NOT give permission for photos to be used for advertising or on social media.

Contact

- Dance is a physical activity and the teacher or teaching assistant may have to assist your child's understanding of an action, posture or position by physical contact e.g. holding hands in a circle; lifting, correcting posture. You consent to employees and subcontractors of Alanna's Theatre and Dance Studio having contact with your child in this regard.

Viewing

- Parents/carers are welcome to view the first trial lesson but are not permitted to view the class each week. Having parents/carers/family members/other siblings in the room can be quite distracting and children can feel quite vulnerable having extra eyes on them when they are trying new exercises. Students tend to concentrate better on their class work and look forward to showing their parents/carers what they have learnt at the viewing class at the end of the term and annual concert. You are invited to attend the class on the last lesson in term 1 and 2 and of course the annual concert to see your child's progress.