

Expressions Dance Academy

Terms and Conditions of Enrolment

- **Enrolment is ongoing for the whole year, from time of enrolment until the end of term four. You do not need to re-enrol each term as it will be automatic.**

- There is a \$30 enrolment/re-enrolment fee per student per year.
- **Payments**- Payments can be done in two ways;
 - Auto Pay- Fortnightly Direct Debit. 5 equal payments on the Thursday of week 2,4,6,8,and 10.
 - Full Term Upfront- EFTPOS or Cash in the office. Online through Parent Portal or bank transfer.

We do not accept part payments that are not being processed through direct debit. You are liable for the full terms fees once enrolled. Class cancellations must be received in writing and will apply to the following term.

The studio is closed on public holidays. You will not be charged for these days.

- **Cancellation**-If you wish to end your enrolment for any reason, you must submit a request in writing to the office before the end of the current term. If we do not receive a cancellation notice your enrolment will continue and you are liable to pay for the full term of classes in the following term.
- If you cancel mid-term, the cancellation will go into effect the following term. The Auto payments will continue until the current term is paid in full.
- **Missed classes**- We do not give refunds or credits for missed classes. If a student has to miss a class due to illness or vacation, you can organise with the office to do a make-up class in another class at the same level.
- Please provide us with a medical certificate if you have to miss class for more than a week due to hospitalisation or severe injury that prevents the student from participating in class. In these cases, we can discuss applying appropriate credits to your account.
- If the studio is unable to run regular classes due to an emergency for example a blackout, all students will be notified via email asap and your account will be credited for the missed classes.
- **Timetable Changes**- Please be aware that classes need a minimum number of students to continue running. If we do need to cancel a class, we will endeavour to find an alternative class for the students to join and we appreciate your co-operation and understanding in these cases.
- Please be aware that there may be some small changes to the timetable as the year continues. Any affected students will be informed before these changes are made.
- **Creative and Active Vouchers**- We do accept the \$50 Creative and Active kid vouchers. You can apply for 1 creative kids and 2 active kids vouchers per school aged child per year. We can only accept 1 voucher per student per term. Please forward the email you receive from the government with your voucher number as soon as you receive it. We will keep the numbers on file and automatically apply the discount to the following term before sending out your statement.
- **Uniforms**- **We require all students to wear the correct uniform for the style they are participating in, this includes appropriate hairstyles and dance shoes.**

Hair must be in a bun for all ballet classes and up neatly off the face eg. ponytail or braid for all other styles. Students cannot attend class with their hair out. Uniforms are essential for ease of movement, for safe dance practice, for teachers to be able to correct students effectively as well as instilling a sense of discipline and dedication to their dance studies.

- **Intellectual property**- All choreography taught by Expressions teachers remains the property of Expressions Dance Academy and can not be performed without permission from the studio.

- **Code of conduct**- All students will be held to the highest standards of conduct. Communicating negatively with or about anyone inside or outside the studio will not be tolerated under any circumstances. Students and parents are expected to demonstrate and show courtesy and respect to all teachers and fellow students. Any students or parents who exhibit repeated negative or disrespectful behaviour will be asked to leave the studio's premises. Students must always demonstrate a respectful, supportive and encouraging attitude. Expressions does not condone bullying, harassment or discrimination. Such conduct may result in expulsion from the studio.
- **Injuries**- Expressions takes all possible care for the safety and welfare of our students in class and other activities. All Expressions Staff regularly complete first aid training. However, students undertake dance classes at their own risk and are responsible for alerting teachers to any relevant injuries so that appropriate modifications can be made.

By enrolling your child, parents/guardians give permission for staff members of Expressions to apply first aid (and to obtain any medical assistance the student may require) in the event of an accident or illness. This may include transportation to hospital in an ambulance, if necessary. In such circumstances, parents/guardians agree to pay all medical expenses incurred on behalf of your child.