

# Terms & Conditions

## Pirrie Performing Arts



By completing enrolment you as the parent/legal guardian agree to our terms and conditions. which are as follows:

### Terms & Conditions:

1. Enrolment information
2. Health and safety
3. Photography & video agreement
4. Fees
5. Cancellation
6. Class procedure
7. Class etiquette
8. Dress code
9. Shows & events

#### 1. Enrolment Information

Student enrolment must be completed for every student by a parent/guardian using Class4Kids or a form at class.

The following information must be supplied:

- Full name
- Date of birth
- Address
- Any medical conditions, allergies or previous medical history that may be relevant
- A contact number for parent/guardian
- A secondary emergency contact name and number
- A contact email address
- Photography/videography agreement
- Terms & Conditions agreement

#### 2. Health and Safety

By completing enrolment you as the parent/ legal guardian agree all information to be correct to the best of your knowledge and agree your child is physically fit and able to take part in the class.

It is the parent/guardian's responsibility to ensure all student information including any changes to name, medical conditions, state of health and all contact information are kept up to date. This can be done using your class4kids account and may be amended at any time. If you do not have an account, changes must be emailed to Pirrie Performing Arts.

Due to the nature of dance classes, some minimal physical contact between the teacher and student may be necessary to correct posture and technique. For Acro classes minimal and necessary physical contact between teacher and student is essential for safety and support in particular when learning new skills and moves.

#### 3. Photography & video agreement

Pirrie Performing Arts have an opt out policy for photography/video recording and its use on social media which must be agreed upon during enrolment.

Photos/videos may be used for training purposes and on occasion on social media or for promotional purposes.

Photos/videos will only be posted that show the student in a positive manner and will never be posted with the students name.

We ask should you take any photos with other students at shows/events you obtain their parent/guardian permission before posting them on social media.

#### 4. Fees

The full terms fee will be shown for your student on your class4kids account. Fees are then broken down to monthly instalments to be paid by direct debit, BACS, cash or card.

If fees remain unpaid by the fourth week of term Pirrie Performing Arts retain the right to remove the student from class.

#### 5. Cancellation

**Student cancellation:** No refunds can be made for missed classes, scheduled or otherwise, as the spot cannot be filled for a single week. However the student may attend an extra class suitable for their age and ability to make up for the missed class. This must be taken within the same term, only if there is space and it is not during show term.

Please give as much notice as possible if you are unable to attend a class. If there are more than three unexplained absences in one term the student may be removed from that class.

In the event you wish to leave Pirrie Performing Arts, a minimum of 3 weeks notice is required and all student fees must be settled up until this point unless under exceptional circumstances.

**Pirrie Performing Arts cancellation:** Pirrie Performing Arts have a pool of fantastic teachers they may call upon in the event of needing a cover teacher for class. All teachers are of a high standard and PVG checked.

In the event of Pirrie Performing Arts having to cancel a class completely, a full refund or a reduction from the following term fees will be made for the missed class(es) with as much notice given as possible.

Cancelled classes due to severe weather conditions will not be refunded but students may make up for their missed class by attending another suitable class for their age and ability.

# Terms & Conditions cont.

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### 6. Class Procedure

Class register is taken at the start of each class once the student has entered their studio/classroom. Until this point the student is the responsibility of the parent/guardian.

No student may leave the building until they have been collected by a parent/guardian unless you have contacted us to request otherwise.

If you have arranged for another parent/ family member/ friend to collect your child after class please let one of the staff at Pirrie Performing Arts know prior to the start of class.

If you are running late for pick up please let us know and we will inform your child and keep them inside the studio/classroom.

Please arrive at least 5 minutes before your child's first class begins.

Any student more than 10 minutes late will hold responsibility to warm themselves up for class.

A parent/guardian must stay within the building for all pre-school classes to take them to the toilet if necessary.

### 7. Class Etiquette

We aim to create a safe, productive, happy and friendly atmosphere and encourage you to take a couple of moments to go through our 'Code Of Conduct' with your child.

Any inappropriate behaviour from a student will not be tolerated and Pirrie Performing Arts retain the right to withdraw a disruptive student.

Any inappropriate behaviour from a parent/guardian towards another parent/guardian/student/teacher/staff within Pirrie Performing Arts or an event attended by the school will not be tolerated.

Students should make sure that they keep their personal items with them at all times and not bring items of value to class. Pirrie Performing Arts regret that we cannot be held responsible for lost or damaged items.

### 8. Dress Code

Indoor shoes only are permitted inside the dance studios.

Please dress appropriately for each class.

Students may participate in class for three weeks before correct uniform (if applicable) is required.

### Stage School / Musical Theatre / Street Dance/ Drama Club/ Glee Club:

- Loose fitting comfortable clothes e.g leggings & t-shirt. No jeans.
- Indoor trainers/dance shoes only.
- Girls - long hair tied up

### Ballet:

- Girls - Pink ballet tights & leotard (colour dependant on grade)
- Boys - White leotard & ballet leggings/shorts (colour dependant on grade)
- Ballet shoes (please ask us for advice on material & style)
- Girls - long hair in a bun, short hair pulled back off face
- Warm-ups (ie hoodie) may be worn for start of class only

### Lyrical/Jazz/ Contemporary/Acro/AcroDance:

- Leggings/dance tights/tight shorts
- Leotard/crop top/ tight fitted t-shirt
- Boys - shorts & tight fitted top
- Appropriate footwear -jazz shoes/bare feet/grip socks
- Girls - long hair tied up, short hair pulled back off face

All uniform may be ordered through Pirrie Studios and sample sizes are available.

### 9. Shows

As a performing arts school we believe the opportunity to perform on stage in front of an audience plays a huge role in the students learning and growth as a performer. We therefore aim to host a show once a year.

This may involve extra rehearsals and though we try to keep these to a minimum and give as much advance notice as possible we do ask for your co-operation in committing to these extra practices as best as you can.

Should your child not be able to participate in any of the extra rehearsals/shows we ask that you let us know as soon as possible so we can plan accordingly. This will not effect their participation in class.

Pirrie Performing Arts have a fundraising team who help raise money towards showtime costumes for our students. This money helps greatly in what can be a huge expense however it cannot cover the full cost of costume spend each year. Therefore Pirrie Performing Arts will impose a rental charge of £5 per costume or up to £25 to buy and keep a costume. Pirrie Performing Arts may also require you to provide extra items/costumes.

Our terms and conditions are reviewed regularly and amended if necessary.