

Steele - Elliott School of Dance

www.steeleelliottschoolofdance.co.uk

Facebook – facebook.com/steeleelliottdance

Contact - info@steeleelliottschoolofdance.co.uk

General Terms and Conditions

Enrolment / Payment Terms

- a) Lesson fees are payable by the term, half term, month or week in advance.

Up to three classes missed in the same week - full fees payable.
If enrolled for four or more classes per week - ½ fees payable for each lesson missed.
- b) Private lessons and extra small group examination lessons, which are in addition to the normal classes

- no charge if 24 hrs notice of cancellation is given.
- c) Fees for discontinued classes are payable to the end of the current half term. Discontinued classes must be advised in writing. A settlement bill will be presented for outstanding fees to the end of the current half term where a class is discontinued part way through the half term.
- d) Our term and holiday dates are on the school website Notice Board.

In the interests of the well being of all pupils the following should be noted:

- ① If your child has any medical condition which you think we should be aware of please indicate this on the enrolment form including any medication carried eg inhaler.
- ② No pupil will be allowed to leave the building without being met by an adult. Please let us know if anyone other than the normal “carer” will be meeting your child on any specific occasion. In cases of older students written permission must be received by us if you wish your child to be allowed to leave the building. This applies to **ALL** students up to 16 years of age.
- ③ Small children should be taken to the toilet before the lesson begins. Children wishing to go to the toilet during the lesson will be escorted but must be able to manage their own clothing.
- ④ No sweets, chewing gum or food allowed during lesson time.
- ⑤ Jewellery etc. must be removed if the staff feel that it may prove a hazard to either the child wearing it or others in the class.

Uniform:

Our recommended uniform is detailed on a separate sheet; a copy is available on request. Loose or baggy clothing detracts from the required body stance and it is impossible to correct posture and placement faults if unsuitable clothing is worn. Likewise untidy hairstyles can lead to incorrect poise of the head and shoulder lines. Please name all garments as we cannot be responsible for lost items.

Data Protection (Registration No 26464532)

The information supplied by you on the Enrolment Form is for the sole use of Steele-Elliott School of Dance. Pupils who are entered for examinations have to be registered with the relevant Examination Board, who will require that you complete an examination registration form.

Facebook / School Website

We have both school website and Facebook pages (see links above) where we will be posting holiday dates and examination information. If you do not wish your child's name and/or picture to be used in this way please indicate overleaf. Please be assured that these will only be used on official school pages.