

Terms & Conditions

Enrolment - Each pupil must have completed an enrolment form at the start of each year, to be able to participate in any class/lesson, for insurance purposes. These terms & conditions and enrolment form that you sign constitute an agreement between you and DCS in connection to classes or any services superseding any prior agreement. Attendance/participation in any class is deemed to be acceptance of the current terms & conditions. It is your responsibility to ensure that we have the correct details for you and your child and keep us updated of any changes to health.

Term Fees – Fees are due in advance at the beginning of each term. If a child starts part way through a term, payment will only be due for the remaining weeks in the term, following a 2 week pay as you go trial. Non-payment of fees after the 1st week of term will incur a 10% surcharge. Please do not expect to have a lesson that hasn't been paid for! Please note that students will not be allowed to participate in classes if fees remain unpaid. We regret that classes missed for whatever reason will not be refundable. Should it be necessary to cancel any class/lesson on account of any circumstance beyond our control (including force majeure) classes will either be taught online or credit will be given and applied to the following term fees. Payment can be made by cash, cheque or bank transfer. Should your child/children wish to discontinue any class/lesson for the following term, four weeks written notice is required prior to the current term end. 50% term fees will be charged in lieu of notice. DCS reserves the right to pursue recovery of any debt owed by relevant legal means.

Classes - All classes are taught by professionally qualified and highly experienced teachers who have undergone an Enhanced Disclosure and Barring Service check. Due to the nature of teaching dance, sometimes it is necessary to correct dance positions physically. This is always conducted appropriately and professionally. All Saturday classes for all pupils are compulsory these classes are mainly ISTD & RAD exam syllabus work. Weekday classes are designed to complement Saturday classes and will incorporate free work which is focused on technique. Pupils will be placed in the appropriate class, depending on their ability which is most suitable for their development. A pupil maybe moved up or down depending on their progress. Correct uniform must be worn to all classes and hair should be tied back off the face.

Health & Safety/Liability – DCS hold full Public liability Insurance.

Teachers are not responsible for pupils after class. Students will not leave the building until somebody known to them has collected them, or if parents have arranged for their child to leave the building unaccompanied. If younger pupils are left at DCS, parents/guardians need to make sure they have nominated another responsible adult for their child, or ensure that your child/children are capable to manage themselves.

For health and safety reasons, no jewellery should be worn. Snacks are to be restricted to before or after class times and food must not be taken into the studios. Water in suitable drinks bottles may be bought into class.

If you are unable to attend your class a text or email would be appreciated. Pupils arriving over 10 minutes late for a class may be required to watch the class rather than participate in order to avoid potential injury due to missing the warm up.

Parents have a responsibility to advise DCS of any illness or injury that may affect the child or any other default on our part. We do not accept a child's participation in class. We do not accept liability for death or personal injury to any child attending class. With the exception of such injury being caused by negligence or default of any member of staff or any other default on our part. We do not accept any responsibility for loss or damage to personal property, or any loss or expense due to circumstances beyond our control including transport, fire, weather and other such actions. Pupils must adhere to the instructions given to them by the teacher at all times in order to prevent potential injury.

Conduct - Any queries should be made by phone or email so as not to encroach on other students' lesson times. Under no circumstance must parents, guardians or pupils approach any members of staff whilst a lesson is being conducted, as this is a distraction to both teacher and pupils. Parents are asked not to watch classes in order to develop pupil/teacher relationships, and to avoid distractions. However, we do allow parents to settle their child/children in the first couple of lessons. Everyone is expected to behave in a fitting and proper manner and show respect to one another. Bullying or Cyber Bullying will not be tolerated within our school or social network under any circumstance. If a situation arises in class or outside class times the principal would like to be informed of this and relevant actions will be taken. All those affiliated to DCS must use our name in public and social media proudly and in a positive manner. Mobile phones are not permitted in class unless permission has been granted. Students must change in the changing room, or toilets, not in the corridors or kitchen area. In the event that we consider you to be in breach of these terms & conditions or that your child is disruptive to other pupils or staff, we reserve the right to exclude your child from any

activity within DCS. We should not be expected to deal with rude, abusive or threatening behavior either in person or in writing and including social media.

Events/Exams/Competition/Festivals – Exams are not compulsory, however pupils that are ready for exams will be offered this opportunity when the work meets the required standard. The principals' decisions must be respected. Events/Competitions/Festivals are available when the teacher feels this is appropriate for the pupil. If any pupil commits to any festival/competition work, DCS expects 100% attendance at all rehearsals, classes and 100% commitment to representing the school at such events. Priority must be given to groups. Attendance is monitored, and any pupil whose commitment falls short of DCS standards will be addressed individually and accordingly. It is the responsibility of the parent/guardian to read the notifications in order to be fully aware of all upcoming events. All upcoming events will be notified either by email, text, noticeboard, social media and/or website.

Consent - DCS have your permission to film or photograph without restriction and you are agreeing that your child/children captured on film or photograph whilst performing with DCS can be used for any of the following uses: Advertisements, marketing, leaflets, or any other use such as for training, educational or publicity purposes or use on our website, show reel, DVD's or online promotion. Parents and pupils are asked not to take photos or film without prior consent as this could contravene part of the Child Protection Act.

Miscellaneous - We operate a No Smoking policy. No pets are allowed inside the studios.