

TLA MEMBERSHIP TERMS & CONDITIONS

This agreement sets out the terms and conditions that will govern the relationship between us, Theatre Life Academy (TLA) and you, the Parent/Guardian. It is a legally binding agreement. These conditions are important to maintain standards and to ensure that all members gain the maximum benefit from their membership. These terms and conditions apply to all our TLA academies, courses, holiday courses, workshops, camps and any additional services offered by TLA. For participation of a student in a TLA class or activity, all parents are required to consent to these terms and conditions by digital signature or by ticking the acceptance box for these terms and conditions when submitting an electronic application form online.

- Any free trial (taster session) is strictly at the approval of the Academy Principals, subject to availability and does not guarantee a place at TLA. New students are offered one free trial and if required one paid trial.
- Membership of TLA entitles you to apply to send your child or children to one of the TLA Academy's nationwide, it is possible to move from one Academy to another should the need arise.
- The fees for all one hour class are £10.00 payable termly, the fees for the 2 hour 15 minute Thursday Academy are £18.00 payable termly, half termly or monthly in advance by BACS, PayPal or Sum Up. Class timetables, teachers and teaching assistants are subject to change from time to time without notice.
- To avoid disturbing classes, you and your child are requested to arrive on time.
- A teacher may, at any time, ask your child to leave a class if he/she is jeopardising the safety or enjoyment of others or their educational experience. The child will be supervised by a member of staff. In cases of severe, disruptive behaviour parent / guardians will be called and the child must be taken home.
- Each Academy may also have its own additional rules of which you will be notified. Yourself, your child and any guests are required to observe these rules in full.
- The full terms fees regardless of attendance should be paid in full through your online banking via BACS transfer or by PayPal for the minimum period, unless your membership is terminated without liability, suspended or transferred in accordance with these terms. The Academy reserves the right to change the day, time and location of the sessions.
- You may terminate this agreement at any time however the terms fees are non-refundable.
- We will suspend membership during the minimum membership period if the child is unable to attend the Academy for more than one month due to his / her injury or illness. In the unfortunate event that it is medically no longer possible for the child to attend any TLA Academy we will cancel the minimum membership period without any further obligation to you. We will require suitable medical evidence in the form of a GP or hospital letter setting out the medical reasons the child can no longer attend.
- If you do not make the payments when due, the right to send the student to attend any TLA Academy will be withdrawn until payment is received and brought up to date. If your account falls into arrears on more than three occasions during any one calendar year, we reserve the right to terminate your membership with immediate effect.
- At the end of the minimum membership period, your membership will automatically continue unless either party cancels by giving the other at least one month's notice.
- We may terminate your membership and discontinue the child's entitlement to attend the Academy in the event of serious or repeated breach of these membership rules.

- Payment is due no later than 2 weeks prior to the class start date unless an agreement has been made. If payment of membership fees or tuition fees is not made in full for any reason, we reserve the right to suspend your membership and to exclude your child from the Academy.
- This agreement may be terminated if either party is in serious breach of its obligations to the other.
- We reserve the right to use any individual or group photographs or movie images of your child taken in class for press or promotional purposes.
- Students take part in short routines / video clips in teams or individually, fulfilling roles as part of rehearsals and / or performances acting in front of the camera. The moving and still photographic images are shared by TLA online on our official channels, on TLA leaflets, TLA posters, the TLA website www.theatrelifeacademy.co.uk and the Arts Depot website and venue including advertising on their TV screens by registering with TLA, you are agreeing to these terms of membership.
- If your child is taking a London Academy of Dramatic Art (LAMDA) Exam or taking part in our end of term show, we expect that they will attend our classes every week. If we are concerned about attendance having a negative impact on your child's exam or role in the show, we will express our concerns to you.
- If you wish to appeal against a LAMDA exam grade, then you would need to fill in an appeal form. Further details can be found on the LAMDA appeals page on their website: <https://www.lamda.ac.uk/lamda-exams/help-resources/appeals>
- Bullying, harassment, abuse or other inappropriate behaviour by you, your child or guests is strictly forbidden and will result in expulsion and such other legal remedies as may be available.
- To the extent permitted by law, our liability to you, save in respect of death or personal injury caused by our negligence shall be limited to the total amount you have already paid for one term's fee's.
- You and your child must treat all TLA members, children, staff and teachers with respect and consideration. TLA does not tolerate rude, offensive, or aggressive remarks and behaviour in any way. You must make yourself and your child aware of the health and safety rules of the venue. You must always comply with the venue's recommendations.
- Smoking and the bringing or consumption of alcohol and the use or being under the influence of illegal substances is not permitted anywhere in our Academy.
- If you have a complaint or concern that cannot be resolved via the Academy Principal, please contact our Safeguarding Lead privately and we will do our best to resolve the matter.
- We reserve the right to make changes to these rules of which you would be informed.
- One month's notice period is required for termination of membership and can only be given by email to theatrelifeacademy@gmail.com. The time of receipt (not sending) shall be the time of commencement of the notice period. Fees will not be refunded if a student leaves Theatre Life Academy during the term.
- This agreement is governed by the laws of England and Wales.
- These terms and conditions will be reviewed on 1st September 2025.
- Parents and students are required to abide by the rules of the venue.
- Parents are not allowed to stay and watch any of the classes due to health and safety conditions. Parents can view still and moving images taken in the class on TLA's social media platforms.
- All students must wear TLA uniform to class.

Bookings

- We are unable to offer pay-as-you-go bookings.
- If a student joins mid-term, the fees will be due on a pro-rata basis.
- All bookings must be made online or via Bank Transfer. We do not accept cash or cheques.
- If we are unable to offer our classes, classes will be streamed live online through Zoom. In exceptional circumstances fees can be held over to the following term. This is at the discretion of the TLA Principal.
- All bookings are non-refundable. This is due to TLA incurring charges.
- Classes may be cancelled by Theatre Life Academy if the teacher is unwell, and we are unable to find a replacement or if the venue cancels our hire space. In this instance, classes will either be rescheduled to another date or will be streamed on Zoom.