

CLASS & PAYMENT POLICY

Annual Schedule

All our classes run Term Time Only:

Autumn Term (September – December) Spring Term (January - April) & Summer Term (May – July)

Class Fees

Fees are taken by monthly subscription on the 1st of every month. This covers pro-rata class fees which are then divided into 12x affordable monthly payments. Late fees applied after 7 days.

Subscription Fees Terms and Conditions

- Your subscription payment plan covers pro-rata class fees which are then divided into 12x affordable monthly payments. This means that fees are still due at the same rate during months including half term holidays and although we are closed during August, fees are still due on 1st August.
- Class dates/ term dates will be listed on ClassForKids in advance.
- Subscription fees are collected automatically on the 1st of every month. If this fails after 3 attempts, your child will not be allowed to attend classes until payment is received in full.
- We are unable to refund or credit any missed classes due to illness/ holidays.
- In the event of a forced closure (for example extreme weather) a catch-up lesson will be arranged for students to attend. This will be communicated to you.
- In the event of your child adding an extra class mid-month, your plan will be adjusted accordingly and a cover payment will be invoiced directly to you.
- When booking a class, the system will automatically apply the default subscription plan (1x child/ 1 class). Infinity will then review your booking and apply the correct subscription plan.
- Late fees applied after 7 days.

Cancellation Policy:

- If you no longer wish to continue with classes, a written 4 weeks notice of cancellation is required. Please email: infinity_sod@hotmail.com
- For example, if you wish to not return to classes in September then we must have received a written email notice by 1st August. 1st August will be your final subscription payment and then all subscriptions will be cancelled from September onwards.
- Our cancellation policy is non-negotiable.

Illness

- 1) Please report any student illness/ absence at least 1 hour ahead of the scheduled class.
- 2) If your child is ill, do not bring them to class.
- 3) Students who are ill are not permitted to attend class to watch or spectate.
- 4) If a child becomes ill during a class, appropriate action will be taken by staff, and parents will be notified where necessary.

Injury

If your child is injured (for example a broken arm or sprained ankle) they have the option to watch or spectate the class if they wish. However, this needs to be arranged with the class teacher beforehand. If your child is returning to class after a serious illness or injury, please speak to the class teacher and/or Asher before attendance.

Class Expectations

We want all our students to feel safe and have an enjoyable experience with us. We expect our students to show courtesy and respect to their fellow peers and teachers, at all times. Any negative behaviour or attitudes within class will not be tolerated and the student will be asked to leave. If your child is to arrive more than 10 minutes late to a class, the class teacher reserves the right to refuse entry.

Attendance

Regular attendance is absolutely necessary. If students do not attend regularly, their progress will be affected and the general class ethos will be disrupted. Poor attendance = Infinity School of Dance reserve the right to:

- a) Give your child a diminished role in events such as shows, performances, competitions, exams or likewise.
- b) Remove your child from events such as shows, performances, competitions, exams or likewise.

Punctuality

It is vital that students arrive in good time for their classes, so they are prepared and focused. Please ensure your child has been to the toilet before class, as toilet breaks in lesson are disruptive and it loses valuable class time that you, as the parent, have paid for.

Late Policy

If your child is to arrive more than 10 minutes late to a class, the class teacher reserves the right to refuse entry.

ISOD policy on unsupervised children

- Any children who have breaks in-between classes or arrive early waiting for a class, are NOT under the supervision or responsibility of Infinity School of Dance.
- Children under the age of 13 years should be supervised by a parent/ carer during these times and if such a time should occur where this is not possible, speak to a teacher.

Code of Conduct: Arriving to and from class

Infinity School of Dance expects all its students, parents and carers to arrive to and leave class in a calm, respectful and timely manner. We ask for everyone to *respect our neighbours* and represent our school in a positive manner.

Discipline

We respectfully ask that parents/ carers are supportive of decisions made by any teacher – whether this be in a class setting or outside of lesson time (competition entries and costumes for example). We are professionals and will always have the best interest of your child at heart.

Dress for Success!

Teachers of Infinity School of Dance reserve the right to refuse your child into class if they are not dressed in correct school uniform – Please refer to uniform policy.

Attending other schools

I am more than happy for students to participate in other performing art and sporting opportunities outside of the school, as we, as a team of professionals, encourage flare and enthusiasm for the arts. However, I respectfully request that my students DO NOT register with another dance school, outside of Infinity School of Dance - this causes a conflict of interests.

Please note, if you are competing with Infinity School of Dance in ADFP Freestyle, you are legally only allowed to be registered with one school at a time. If you choose to leave and register with another school, you will take a 'ban' of up to 3 months in the first instance. For more information visit - <https://www.adfp.org.uk/rules/>

