



TERMS & CONDITIONS 2024

Please read each section thoroughly prior to completing the online registration form, confirming you understand and agree to the terms.

ENROLMENT

- Enrolment forms must be completed at the start of each year for all students (new and old).
- If, for some reason, you wish to withdraw an enrolment we must be informed via email or phone call. Simply failing to attend class is not regarded as cancellation of enrolment.
- Enrolment will be automatically rolled over at the end of each term unless prior notification is given.
- Any scheduled class having 6 or less students enrolled may, at management's discretion, be cancelled.

TERM FEE POLICY

- Invoices will be emailed two weeks before the start of each term.
- Payments for classes is required in FULL by week 2 of term.
- Term fees will be based on how many teachable weeks are in the term and are priced as follows:
 - 1/2 hour class - \$15/week
 - 45 minute class - \$20/week
 - 1 hour class - \$25/week
 - Competition or Small Group Class - \$35/week for 1 hour
 - Private classes and other times will be adjusted accordingly

- Term dates are based on government school terms of 9 – 11 weeks in length.
 - Term 1: 05/02/2024 – 29/03/2024
 - Term 2: 15/04/2024 – 28/06/2024
 - Term 3: 15/07/2024 - 20/09/2024
 - Term 4: 07/10/2024 - 29/11/2024
- Your spot in the class is not confirmed until payment is made.
- If you are unable to pay your fees by the specified due date please contact us to arrange alternative payment options.
- Fees are non-refundable for classes missed, or if your child does not complete the entire term.
- Refunds are available to students who have obtained an injury which does not allow them to dance for the remainder of the paid term. In this case a medical certificate must be provided to PDE from their physician to receive a refund.
- We offer a family discount of 10% off the fees for a second and each subsequent family member. The discount will be applied to the lowest fees.
- Multi class discount - A 20% discount will be applied to the 3rd and each subsequent class enrolled in. The discount will be applied to the lowest fees.

ATTENDANCE

- Regular attendance is a strongly encouraged as each student is important to the progress of the class as a whole.
- Please notify Steph via text or email if a student cannot attend class.
- Lessons that are missed because of sickness or holidays are not refundable.
- These classes can be made-up, where possible, by attending a class close to that student's level. The make-up must be organised prior to attending.

UNIFORM

- Dance shoes (jazz, ballet, foot undies, etc) are encouraged to be worn to enable proper technique and movement.
- Students should wear clothing they can easily move in and that allows the teacher to identify correct technique and alignment. Baggy and loose fitting clothes should be avoided.

- Socks may NOT be worn alone for any class.
- Hair must be tied up out of the student's face.
- Students should bring a full water bottle to each class.
- PDE leotards, shorts, leggings and shirts can be purchased at any time during the year.

CLASS ARRIVAL AND DEPARTURE

- Parents and friends are not permitted into the studio before, during or after class times. This is for the benefit of the student's and their focus and to limit the number of people who enter the studio.
- If parents drop children off early then the child must wait quietly in the waiting area until their class begins.
- Parents are requested to collect their children from the studio door immediately after class.
- All children must stay inside the studio until parents arrive.

INJURY/MEDICAL CONDITION POLICY & CONSENT

- It is the student's/parent's responsibility to inform the teacher of any injuries/medical conditions prior to class commencing.
- Basic first aid is available to every student.
- In the event of an injury obtained during class, a parent will be contacted. If PDE staff members are unable to speak to an emergency contact or parent, a staff member will seek medical treatment for the student.
- With any physical activity there is a risk of personal injury involved. It is understood that PDE staff members take the utmost care to provide a safe dance experience for each student and neither Peninsula Dance Elite nor its teachers are responsible or liable for any injury/accident that may occur.

SOCIAL MEDIA/MARKETING CONSENT

- Various marketing platforms are used to promote our school. Pictures and/or videos may be taken in class and posted on (including, but not limited to) social media, our website, posters, flyers and signage. Please indicate on the registration form if you do not wish for your child to be used in such promotion.

SHOWCASE/PERFORMANCES

- We will participate in community events available and have an open day where parents are allowed to come in and view what we've been working on.
- We will aim to have another community picnic at the end of the year; on the 28th November. Confirmation will be early term 2.

OTHER

- Students and their families are expected to be respectful and cooperative at all times.
- Bullying/harassment of any kind including cyber bullying is not tolerated.
- Any issues, questions or complaints should be reported to Stephanie via phone, text or email. The utmost respect will be given to all reports and issues will be dealt with immediately.
- Students are not authorised to go outside of the dance room except to use the toilet, with permission.
- PDE is not responsible for the damage or loss of property. At the end of each year the unclaimed items in lost property will be donated to the less fortunate.
- Students are required to work with staff to keep a clean studio area.
- It is understood and accepted that due to the nature of dance training that some physical contact may be necessary by the teacher to demonstrate exercises or technique during class or if there is a need to administer first aid

