



### **Terms and Conditions**

Enrolment of your child forms an agreement with Ruth Nuttall School of Dance and is open to all subject to the following terms and conditions:

#### **Payments:**

1. The first two classes will be offered on a trial basis for all children new to the school. Payment for the trial must be made in advance of the classes.
2. There are 6 terms per year between 5- 7 weeks in duration. FEES ARE CHARGED IN ADVANCE. Invoices for the next term will be sent by email during the current term. Payment of the invoice must be received by the end of the last week of the current term. (Failure to pay on time may mean that the place at class is lost). A list of term, invoice and payment dates is available.
3. Discounts for children attending multiple classes per week or for siblings are given at the discretion of the principal.
4. All other fees for example (but not limited to) exams, shows, competitions etc must be paid in full by the advance date on the invoice. Such activities may also require further coaching or rehearsals which will be arranged and invoiced with due notice. Occasionally, a deposit may be requested to hold a child's place in class for the following term.
5. In all cases fees are NON-REFUNDABLE.
6. Dancewear, uniform and shoes can be ordered through the school. This will be invoiced on ordering and items distributed only after payment has been received.
7. The principal reserves the right to refuse to teach anyone who's fees or payments are in arrears.
8. WITHDRAWAL FROM THE SCHOOL; In the event of a pupil withdrawing from a class or the school, a terms notice is required. IE. Notice must be given BEFORE THE ISSUE OF INVOICE FOR THE NEXT TERM if a place is not required at class for the FOLLOWING TERM. Failure to give such notice will result in the following terms fees being applicable and charged. No refunds will be made for fees already paid.
9. In the event of absence for whatever reason, illness, holidays etc fees will not be refunded.
10. In the event that the regular teacher is unavailable for class a suitable cover teacher will be supplied where possible or the class will be re-arranged.
11. In the event of any future pandemics, lockdowns or circumstances beyond the control of the school, the school will offer classes online where possible.
12. The school endeavours to run the full timetable as advertised at all times, however, in some circumstances classes may need to be cancelled. In this instance those affected will be contacted directly. If a class is cancelled due to circumstances beyond the control of the school for example, but not limited to, in adverse weather conditions no refund will be given.

**Payments at this time will only be accepted via electronic payment to "Ruth Nuttall School of Dance"**

**Starling Bank**

**Account Number: 53080175 Sort Code: 608371**

**Or by Direct Debit through "Go Cardless"**

**Or by credit/ debit card using the link on your invoice**



**General:**

1. New students will be taken into a class as soon as a place becomes available. It is not always necessary to wait for the new term. If a place is unavailable immediately then an alternative class will be offered if available or the child will be placed on a waiting list.
2. It is the parent/ carers responsibility to ensure that the information the school has about a child is up to date and relevant using the Classmanager portal.
3. At all times the staff will endeavour to keep the highest standards of instruction and behaviour. No form of discrimination or bullying will be tolerated from any person associated with the school. We reserve the right to discharge from the school without notice any pupil or family who persistently disrupts tuition, uses offensive language or other anti- social behaviour. In the event of dismissal for such reasons no refund of fees paid will be given.
4. Correct uniform must be worn for classes and exams, including appropriate hairstyle. No jewellery is to be worn. Please label all uniform and shoes clearly.
5. Attendance is expected at all agreed classes and rehearsals; any absences should be notified in advance to the principal.
6. Pupils will be entered for examinations, shows, presentations etc at the discretion of the principal.
7. Eating and the use of mobile phones and other devices during class is prohibited.
8. The school and the principal accept no responsibility for loss of or damage to personal belongings.
9. Your payment and child's attendance at class act as your acceptance to these terms and conditions.