

Terms and Conditions

1. Free Trials & Enrolment

1.1 New students are entitled to one (1) 100% Free Trial Class.

1.2 If you choose not to sign up after the trial class, there is absolutely nothing to pay.

1.3 If you choose to enroll for the term following your free trial, you will only be invoiced for the remaining weeks left in that term. The trial class remains completely free of charge and will not be billed.

2. Invoices & Payment Terms

2.1 Fees are calculated on a termly basis. Invoices are issued via email prior to the start of the upcoming term.

2.2 Upfront Payment: Full payment for the term must be received before the first day of the term.

2.3 All invoices/fees must be paid in full by the due date stated on your invoice.

2.4 Payments received after the due date will be subject to a £10 administrative late fee to cover additional processing and management.

2.5 If account balances remain unpaid after 14 days, Queen's Park Dance Academy reserves the right to temporarily suspend the student's place in class until the outstanding balance is settled in full.

2.6 Payments must be made via bank transfer to the details provided on the invoice. We do not accept cash week-by-week.

3. Refunds and Missed Classes

3.1 Fees are non-refundable. If a student misses a class due to illness, holiday, or personal commitments, no refunds or credits will be issued.

3.2 In the unlikely event that the school must cancel a class (e.g., teacher illness, venue issues), a make-up class will be scheduled, or a credit will be applied to your next invoice.

4. Notice to Leave

4.1 If you wish to withdraw your child from the school, you must provide written notice before the end of the current term.

5. School Uniform

5.1 Wearing the regulation school uniform is compulsory for all enrolled students.

5.2 New Starters Grace Period: New students are not required to wear the official uniform during their free trial or their first 2 weeks of official enrolment. During this time, comfortable

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clothing like leggings and a t-shirt may be worn.

5.3 Safety & Footwear: Correct dance shoes must be worn for safety reasons. Outdoor shoes are prohibited inside the dance studio.

5.4 Hair & Jewellery: Hair must be tied back neatly off the face for all classes. For health and safety, no jewellery (except stud earrings) may be worn during class.

6. Toilet & Chaperone Policy

6.1 Children aged 7 and under: A parent, guardian, or nominated adult must remain on the premises in the waiting area for the entire duration of the class. Because I am the sole instructor and must supervise the class at all times, I cannot accompany children to the toilet outside the studio. Parents are entirely responsible for taking their children to the bathroom.

6.2 Children aged 8 and over: Students are permitted to use the corridor toilets independently. Please ensure your child uses the bathroom before class starts to minimize disruption to their learning.

7. Photography & Filming

7.1 From time to time, photography or video footage may be taken during class for promotional, marketing, or social media purposes.

7.2 Explicit written consent will be requested via the enrolment form before any footage of your child is taken or used.

7.3 Parents and spectators are strictly prohibited from filming or taking photos during class to protect the privacy and safeguarding of all students.

8. Physical Contact in Dance

8.1 Due to the nature of dance training, it is sometimes necessary for the instructor to use physical contact (e.g., gently adjusting a student's posture, hands, or feet) to ensure correct alignment, technique, and to prevent injury.

8.2 This contact is always professional, appropriate, and kept to the absolute minimum required for instruction.

9. Liability & Personal Property

9.1 Queen's Park Dance Academy accepts no responsibility for any loss or damage to personal belongings brought onto the premises.

9.2 Liability for injury during class is limited to negligence. Queen's Park Dance Academy is not liable for injuries caused by a student failing to follow instructions, failing to disclose medical conditions, or injuries occurring outside the studio room (e.g., in the waiting area or toilets).

10. Unexpected Cancellations (Force Majeure)

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10.1 If a class is cancelled due to events beyond my reasonable control (e.g., severe weather, venue closure, public health restrictions), Queen's Park Dance Academy will attempt to provide an alternative (such as a rescheduled date). Cash refunds will not be issued for instances out of my control.

Code of Conduct

To keep our classes safe, fun, and focused, all students, parents, and guardians are expected to follow this Code of Conduct.

For Students:

Punctuality & Preparation: Arrive on time, dressed in uniform, with hair tied back securely.

Respect: Listen carefully to instructions and show kindness to your classmates. Disruptive behaviour or bullying will not be tolerated.

Mobile Phones: Phones must be switched off or put on silent and left in bags during class time.

For Parents & Guardians:

Drop-off & Collection: Please ensure your child is dropped off safely and collected promptly at the end of class. I cannot remain unsupervised with children outside of scheduled class times.

Communication: If you have any questions regarding your child's progress or fees, please do not ask during class time, instead send an email, so it does not take away from the students' active class time.

Health & Safety: You must notify me of any medical conditions, injuries, or allergies before the term begins, or immediately if they develop mid-term.