**Terms and Conditions of Entry -2023**

Observance of the following rules and terms & conditions relating to fee’s entry and withdrawal is implicit in acceptance of a place to the school.

The school reserves the right to refuse entry to classes if these rules are not complied with.

The first class is FREE of charge \* All class fees must be paid by Direct Debit or Cash \* Classes take place 40 weeks of the year with 2 weeks holiday at Christmas, 2 weeks holiday at Easter, 5 weeks holiday in the summer and 1 week off for each of the 3 half terms, Reminders will also be written on Social Media or WhatsApp group \* Fees are 40 weeks of classes spread evenly over 12 months or can change depending of the weeks. \* All fees are payable by the first Monday of each term and a 10% surcharge will be added to any outstanding after the second week. \*No refund of fees is possible for absence through holidays & illness unless in exceptional circumstances. These will be authorised by the Principals \* In case of a pupil stopping class part way through a term, there will be no refund issued for the remaining class/ classes in that term. \* In the unlikely event that a class needs to be cancelled or changed at short notice, you will be notified via WhatsApp Groups , social media & the website \* Parents are not permitted to be in the studio whilst the classes are in progress except during designated watching weeks. \* Any pupil not able to attend a class should contact their class teacher, either by email, or phone. – [acstitch@hotmail.co.uk](mailto:acstitch@hotmail.co.uk) or 07974 537580 \* All teachers are qualified and specialist for the classes they teach and are fully DBS checked and First Aid trained \* All extra classes should be paid for at the time of the class. \* No uniform is required for the trial period \* Correct uniform must be worn at all times and teachers reserve the right to not teach your child if they are not wearing their uniform Health and Safety \* No jewellery to be worn in classes only little studs. \* Hair must be in a bun for Ballet from Grade 1 and above (Excluding Tiny Tots, Pre- Primary & Primary Ballet (using a hair band, hair grips and a hair net), and for all other classes must be tied back in a ponytail

\* No Chewing is allowed in class \*All parents/guardians must complete and return a Child Registration form on joining \* All Students are given the opportunity to take an Examinations or Class Award in Ballet, Tap, and Modern. Examination costs are established by the examination body and must be paid prior to the date of the examination or the student will be withdrawn from the examination. \* Students wishing to take examinations are required to have 100% attendance. Students will be asked and encouraged to attend additional classes towards their exam. if extra classes are required outside of the timetable these will be separately charged at £5.00 \* It is imperative that students attend the required coaching classes in the run up to the exams \* Private lessons are available for any pupil requiring extra help for examinations at an additional cost, please speak to the class teacher to arrange a suitable time also for Festival private lessons \* Students will be entered into festivals/competitions at the discretion of the Principals \* Private Lessons are required for students with Solos, Duets & Trio’s at additional costs; please speak to the Principals or any other teachers to arrange a suitable time. \* We try and do a School Production every two years. \* In an event of bad weather or any other problems, or in the case of another lockdown classes will revert to a full virtual teaching timetable via Zoom and no refunds will be given.