



Kelly's Dance Academy Terms and Conditions 2021

These terms and conditions form part of the enrolment process at Kelly's Dance Academy and are here to ensure everyone follows the same studio rules and class etiquette.

Class Policy

Please ensure your child arrives on time for their class and is ready to dance when their class begins. Children can get ready in the foyer area while they wait for their class.

A teacher will come out to the foyer area to collect children for their class / call them in with parents.

Parents must arrive on time to collect children (if not watching class) and children are to be collected at the side of the building in the playground area. Please do not wait in the foyer area for collection, this is the drop off / arrival point.

Ensure your child has used the bathroom before coming into class.

Please bring your child's sticker card to each class. Unfortunately lost/damaged sticker cards cannot be replaced but they can be purchased for \$3 a card / \$5 for 2. A card should last a child one term (providing they attend each week) but can be carried over to the next term.

Studio Etiquette

Please do not bring food into the studio, children are requested to finish eating before dancing.

Water is permitted and children should bring a bottle of water to class.

Please ensure your child and siblings come into the studio in a calm manner. We appreciate many children are very excited about dancing and we encourage you to exercise the playground area to let off energy before / after class.

Please ensure mobile phones and other devices are turned off / on silent when in the studio.

Parent Viewing

We offer an open-door policy for parent viewing in all of our younger classes (Tiny Tots and Prep) and then parent viewing weeks in our older classes.

Tiny Tots Classes - Parents are encouraged to stay for each class, if you are nipping out please let the teacher know and ensure your child has used the bathroom before class.

Prep Ballet Classes - Parents are welcome to stay for these classes if they wish. Please ensure your child has used the bathroom or is comfortable going to the bathroom by themselves before you leave these classes.

During performance terms (Term 2 and Term 4) Prep Ballet parents are asked to leave after the first week of the term so we can start preparing the dancers for our concerts and this also builds their confidence and independence with the group.

All other classes - parents are asked to leave and return at the end of the class.

New parents are able to stay for 1-2 classes until children are settled. Please discuss with your teacher if you have a particularly shy child.

One week each term all parents are invited to observe their child's class during our parent viewing week.

If parents are watching a class they agree to be respectful of the class and teacher, by observing quietly and paying attention to their child and the class.

As much as we love siblings watching the classes, it can also be very distracting for our dancers. Therefore, we ask siblings to be taken out of the studio if they need to move around or become restless.

Payment and Missed Classes

Term payments secure a place in the enrolled class for the duration on the term. The fee is not transferrable between different classes and is non-refundable unless a medical reason prevents dancers from returning (medical certificate must be issued).

A dance term is 9-10 weeks, alongside the public school system. There are no classes on public holidays. If there are less than 9 weeks in the term an adjustment is made to the fees.

No refunds are provided for missed classes or if your child decides to discontinue part way during a term. However, we are very flexible in offering an alternative class and we also offer a make-up class in one of our other classes if there is availability. This make-up class must be used within 14 days.

Please use the make-up class policy if your child is unwell, it is very much appreciated if unwell children miss dance class until they are feeling better.

Late payments with no explanation results in a child losing their place in the class. Please talk to Kelly regarding payment plans if you are unable to make payment.

Photography / Videography

In our disclaimer which forms part of our enrolment form it states that you give permission for Kelly's Dance Academy and photographers / videographers associated to the dance school, to take photographs and video material that may involve your child during dance classes/activities that are run by Kelly's Dance Academy. This material may then be used for advertising purposes on our website, social media accounts.

Please note we are very mindful of the images / content we post and try to limit identifying children and ensure only appropriate images are used.

We kindly ask that you limit the use of photography / videoing during class, with the exception of videoing routines for recitals / performances for children to practice at home.

Cancellations (more specifically relating to Covid 19)

If we are unable to run classes due to circumstances beyond our control, for example Government restrictions relating to Covid 19, we will follow the below procedure:

- Notify families as soon as possible regarding the cancellation.
- Offer make up classes for those classes missed due to restrictions.
- Extend the term or start the following term early to compensate for the missed classes.

Dates will be based on the availability of teachers and venues.

If you are unable to attend any of the new dates, we will then provide you with a refund for the missed classes. We do ask you try to be as flexible as possible with switching days / classes during these times to support us and allow your child to keep dancing.

As a business we are required to comply with Government regulations and health advice and as a result we may need to change how the classes run based on this. For example, asking parents to drop off instead of staying in the room to reduce numbers or we may need to reduce class times by a few minutes to allow for a less congested changeover between classes.

Please note, refunds are not provided for those who choose not to attend classes due to Covid concerns, when a government restriction is not in place. We will however be happy to discuss deferring to a time when you feel more comfortable attending.