

# Studio J Dance Academy – Terms & Conditions

## 1. General

By enrolling at Studio J Dance Academy, you agree to abide by the following terms and conditions. These terms are in place to ensure the smooth running of the school and the safety and enjoyment of all students.

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## 2. Fees & Payments

- Fees must be paid on the 1<sup>st</sup> of the month.
  - Monthly fees secure your child's place in class and are payable regardless of attendance.
  - Payments are non-refundable.
  - Credits or refunds will only be considered in exceptional circumstances, such as injury or medical issues requiring extended time away from classes. Any goodwill refunds or credits are offered entirely at the discretion of Studio J Dance Academy and are not guaranteed under this policy.
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## 3. Notice Periods & Cancellation

- Notice of cancellation must be submitted via email.
  - A minimum of 48 hours notice is required to withdraw from classes.
  - If we are not notified at least 48 hours before the 1st of the month, fees for that month will still be payable.
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## 4. Missed Classes

- Missed classes are non-refundable and cannot usually be credited unless due to long-term injury or illness agreed upon with the school.
  - Where possible, makeup classes may be arranged. Please email to arrange this in advance.
  - If the school cancels a class, a replacement class, credit, or deduction will be provided where appropriate.
  - In the event of circumstances beyond our control, such as severe weather, snow, flooding, or venue closure, refunds or credits will not usually be issued.
  - Fees are also payable over bank holidays unless otherwise stated.
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## **6. Uniform**

- Correct uniform must be worn to class.
  - Hair must be secured appropriately for dance.
  - Jewellery should not be worn unless for medical or religious reasons.
  - Uniform and shoes should be clearly labelled.
  - Studio J Dance Academy is not responsible for lost property.
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## **7. Behaviour & Conduct**

- Students are expected to behave respectfully towards staff, volunteers, and fellow students.
  - Bullying, disruptive behaviour, or inappropriate conduct will not be tolerated.
  - Parents and guardians are expected to communicate respectfully with staff and other families.
  - Studio J Dance Academy reserves the right to refuse entry or terminate enrolment where behaviour is deemed unacceptable.
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## **8. Safeguarding & Collection**

- Parents/guardians are responsible for ensuring children are dropped off and collected safely.
  - Children will only be released to authorised adults unless prior permission has been given.
  - Please inform us promptly of any changes to emergency contact details.
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## **9. Medical Information**

- Parents/guardians must inform the school of any medical conditions, injuries, allergies, or additional needs.
  - Participation in dance classes is at your own risk.
  - In the event of an emergency, first aid will be administered and emergency services contacted if necessary.
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## **11. Photography & Social Media**

- From time to time, photographs and videos may be taken during classes, performances, and events for promotional purposes. Images may be used on social media, the website, printed materials, or advertising. If you do not wish for your child to appear in photographs or videos, please select this option on your enrolment form.
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## **12. Health & Safety**

- Students should bring a water bottle to class.
  - Students should not attend classes if they are unwell or contagious.
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## **13. Liability**

- While every care will be taken, Studio J Dance Academy cannot accept responsibility for injury, loss, or damage to persons or property.
  - Personal belongings are brought to classes and events at your own risk.
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## **14. Changes to Timetable or Staff**

- Studio J Dance Academy reserves the right to change teachers, class times, venues, or timetables where necessary.
  - Where possible, reasonable notice will be given.
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## **15. Agreement**

By enrolling yourself or your child at Studio J Dance Academy, you confirm that you have read, understood, and agreed to these terms and conditions.