

*Dance Focus Academy*  
*Terms & Conditions*  
*2018/2019*



## TERMS & CONDITIONS

### The Dance Focus Academy Regulations, Terms and Conditions.

The Principal of Dance Focus Academy may alter regulations, terms and conditions, as necessary without notice.

***Once the enrolment form has been signed, the terms and conditions apply.***

The school will endeavour to keep its facilities in good working order but accept no responsibility for any failure or breakdown. In such event, members will have no right of redress or course of action against Dance Focus Academy.

### Membership

4 weeks notice must be given in writing mid term of intention to leave the school at the end of that term or 4 weeks fees will be payable in lieu of notice.

The school principal reserves the right to refuse enrolment or cancel membership at their discretion. In the event that this happens no reimbursements shall be given.

All fees are subject to review. Any reviews will be advised in advance, where possible.

Fees are payable on invoice. Any payments that are more than 4 weeks late will be subject to a £5 surcharge.

### Uniform

The school has a uniform policy that must be adhered to. If the correct uniform is not worn, the child or student may be asked to sit out of class. (These are the same health & safety rules that apply to PE lessons) Hair must be worn in a bun for ballet and tied back securely for all other genres.

### External school classes

It is common courtesy to request permission to attend classes elsewhere, this includes summer schools, master classes, auditions, Saturday stage schools and extra curricula dance activities held within school time.

### The school reserves the right

To vary the timetable with due notice.

To vary, at short notice its scheduled classes for urgent repairs, maintenance or unforeseen urgent circumstances.

To terminate membership in the event of breach of any of the school's regulations, terms or conditions.

To change, cancel or combine any class or change any teacher.

### Policies

The school is currently operating a HANDS ON policy. This means that in order to teach dance safely all teachers must be able to touch the students in order to physically adjust their posture and support them when learning new steps. This is vital to minimise injury and to ensure correct alignment. By signing the enrolment form you are also signing to say that you agree with this policy and accept its terms and conditions.

We have a Safeguarding, Health and Safety and Privacy Policy which are all available on request.

DFA aims to adhere to the CDET code of practice for dance teachers.

I have a current DBS certificate, and any other teachers coming into the school will be required to arrange or hold one as well.

AT/DFA/.25/08/2018

*Dance Focus Academy  
c/o 38 Avondale Road, Fleet, Hants, GU51 3LG*

