

# *Frogmore Dance School*

## **TERMS & CONDITIONS**

- STUDENTS ARE EXPECTED TO ATTEND THEIR LESSONS PUNCTUALLY AND REGULARLY.
- STUDENTS MUST ATTEND CLASS DRESSED AND GROOMED APPROPRIATELY WEARING THE CORRECT UNIFORM. THIS IS FOR HEALTH & SAFETY REASONS.
- STUDENTS MAY BE REQUIRED TO TAKE PART IN PERFORMANCES AND OPEN CLASSES. PRIOR NOTICE WILL ALWAYS BE GIVEN.
- FROGMORE DANCE SCHOOL DOES NOT ACCEPT RESPONSIBILITY FOR ANY DAMAGE OR LOSS OF PROPERTY WHILE ON THE PREMISES.
- PARENTS/GUARDIANS OF STUDENTS AGED 4 OR UNDER MUST REMAIN WITHIN THE COMMUNAL AREAS OF THE HALL WHILE THE STUDENT IS IN CLASS.
- FROGMORE DANCE SCHOOL DOES NOT ACCEPT RESPONSIBILITY FOR ANY ACCIDENTS OR INJURY THAT MAY INCUR DURING CLASS. SUPERVISION AND MATTS WILL BE USED WHEN PRACTICING ACRO WHERE NECESSARY.
- IT IS THE PARENT/GUARDIAN'S RESPONSIBILITY TO ENSURE THAT THEIR CHILD IS SUPERVISED OUTSIDE OF THE SPECIFIED CLASS TIMES WHILE ONSITE.
- A CERTAIN AMOUNT OF RISK IS CARRIED BY ANY PHYSICAL ACTIVITY. STUDENTS TAKING PART IN ANY CLASSES OR EVENTS RUN BY FROGMORE DANCE SCHOOL DO SO AT THEIR OWN RISK
- FROGMORE DANCE SCHOOL HAS THE RIGHT TO TERMINATE A STUDENT'S INVOLVEMENT IN CLASSES IF THEIR BEHAVIOUR IS DEEMED UNACCEPTABLE.
- IT IS THE RESPONSIBILITY OF THE PARENT/GUARDIAN TO NOTIFY THE PRINCIPAL OF ANY ILLNESS OR INJURY THAT MAY AFFECT THEIR CHILDS PARTICIPATION IN CLASS.
- IT IS THE RESPONSIBILITY OF THE PARENT/GUARDIAN TO ENSURE THAT WE HAVE THE CORRECT DETAILS FOR YOU AND THE STUDENT, AND KEEP US UPDATED ON ANY CHANGES TO CONTACT DETAILS OR HEALTH DETAILS.
- PHOTOGRAPHS AND VIDEO FOOTAGE CONTAINING YOUR CHILD MAY BE USED FOR PROMOTIONAL PURPOSES INCLUDING USE ON OUR WEBSITE AND FACEBOOK PAGE.
- LESSONS ARE TIMETABLED ON A TERMLY BASIS. PARENTS/GUARDIANS ARE EXPECTED TO CHECK THE TIMETABLE FOR ANY CHANGES AT THE END OF EACH TERM.
- ALL FEES ARE PAYABLE STRICTLY IN ADVANCE AND BY THE FIRST CLASS OF THE NEW HALF TERM IN FULL. IF YOU HAVE ANY DIFFICULTIES PLEASE DISCUSS THIS WITH ME PERSONALLY. PAYMENTS CAN BE MADE BY CASH OR BANK TRANSFER.
- WITH THE EXCEPTION OF NEW PUPILS ENROLLING DURING TERM TIME, NO DEDUCTIONS CAN BE MADE FOR MISSED CLASSES (EXCEPTIONS CAN BE MADE AT THE PRINCIPAL'S DISCRETION SHOULD A STUDENT SUFFER A LONG-TERM ILLNESS).
- HALF A TERM'S NOTICE IN WRITING IS REQUIRED FOR PUPILS WISHING TO LEAVE THE SCHOOL OR CHANGE CLASSES IN ANY WAY. ANY STUDENT LEAVING THE SCHOOL MUST GIVE THE CORRECT NOTICE PERIOD OR THEY WILL BE LIABLE FOR THE FOLLOWING HALF TERM'S FEES.
- SHOULD IT BE NECESSARY TO CLOSE THE SCHOOL ON THE ACCOUNT OF EPIDEMIC, NATIONAL CRISIS OR ANY CIRCUMSTANCES OUTSIDE OF FROGMORE DANCE SCHOOL'S CONTROL, FEES CANNOT BE RETURNED NOR COMPENSATION MADE FOR ANY PERIOD OF LOST SCHOOLING.
- FROGMORE DANCE SCHOOL WILL NOT PASS ON ANY PERSONAL DETAILS TO A THIRD PARTY UNLESS IT IS IN STUDENTS INTEREST, IE FOR EXAMINATION OR FESTIVAL ENTRY, NHS TRACK & TRACE. FROGMORE DANCE SCHOOL WILL DISPOSE OF ANY PAPERWORK CONTAINING SUCH DETAILS SAFELY.
- ANY MEDICATION FOR THE CHILD NEEDED ONSITE AS INDICATED ON YOUR REGISTRATION FORM, SHOULD BE KEPT IN AN AIRTIGHT CONTAINER, CLEARLY LABELED WITH CHILDS NAME, DOASGE AND USE.
- STUDENTS WHO ARE FEELING UNWELL OR WHO DISPLAY ANY VIRUS SYMPTOMS SHOULD NOT COME TO CLASS UNTIL THEY HAVE COMPLETED THE ISOLATION PERIOD, OR HAD A NEGATIVE COVID19 TEST RESULT.
- YOUR CHILDS ATTENDANCE TO CLASS IS AGREEMENT TO THE ABOVE.

### **PHYSICAL CORRECTION**

There may be times when teachers in the school use physical intervention in respect of good teaching (adjusting arm lines, for example). It must be understood by all parents and guardians of students that this is deemed necessary in the safe and effective teaching of dance technique.

The Principal monitors the level of physical correction on a regular basis. If a parent/guardian is unhappy with this teaching technique, their concerns must be raised with the Principal immediately. The Principal will make a record of the concerns and will ensure that appropriate action is taken where necessary.

### **FIRST AID**

All Frogmore teachers and staff are trained first aiders. It is understood that first aid will be administered to students when deemed necessary and accidents and injuries recorded in the accident book. Severe injuries will be reported to RIDDOR. In the case on an emergency, and if the parent/guardian is absent, it is understood that teachers will act as loco parentis where necessary. An ambulance will be called and the parents contacted.