

## TERMS AND CONDITIONS



### Fee Policies

Fees are to be paid in full prior to the commencement of each term.

#### **\*\*Dancers are welcome to join anytime during the term**

All statutory holidays are observed and fees have been calculated over the year.

Where classes fall on public holiday, no makeup classes or refunds are given.

### Refund Policies

After commencement of classes NO refunds will be given.

In some cases, fees may be refunded but a \$50 cancellation fee will apply

### Newsletter & Notice Board Procedures

It is the parents and student responsibility to read the notice board on a weekly basis and to read newsletters.

### Health, Safety, Injury & Medical Conditions Policies & Procedures

The Palace Dance Studio is not liable for personal injury or any loss or damage of personal property, whilst on the premises.

The Palace Dance Studio will aim to provide a safe learning environment to reduce the risk of injury. It should be recognized by all students, parents/guardians that dance by its very nature carries a risk of injury or accident.

The Palace Dance Studio provided qualified and/or experienced dance teachers, who actively promote safe dance practice.

This being the case it should be realized that injuries do occur from time to time and students must accept this element of risk.

It is the student's parents/guardian's responsibility to notify their teacher in the event of injury/medical conditions prior to class.

It is the student's parents/guardian's responsibility to inform their teacher of any injury which is being treated or may be of concern.

A first aid kit is available to any student through their choreographer or administration. We do not provide anyone with Panadol or equivalent or administer student's medication.

The Palace Dance Studio students are under supervision whilst in class time only. While we endeavor to provide a safe environment, teachers and staff cannot be responsible for students outside their allocated class time.

### Photography & Videoing of students

Photography or videoing of students in class or annual production is not permitted. This is for the safety and well-being of each individual student to comply with the privacy act regulations.

### Choreography

Choreography for classes and performances remain the artistic and intellectual property of The Palace Dance Studio and/or the syllabus providers. Choreography must not be copied or used without prior permission of The Palace Dance Studio.

### Class Attendance

Regular class attendance is vital for students to develop and keep up with syllabus. Students must be punctual to classes to ensure they receive a complete warm up

### Privacy Act

This enrolment form collects personal information about you. Under the Privacy Act 1993 you are entitled to have access to, and request correction of, this information. Which is held at The Palace Dance studio's premises at 8 Station Road, Penrose, Auckland, New Zealand

**The Palace Dance Studio also maintains the right to dismiss any student who breaches any of the stated Terms & Conditions, damages property or causes disruptions to any classes of a severe nature. The decision is at the discretion of the dance directors.**