

# THE TERESA JOHNSON BALLET SCHOOL

## TERMS AND CONDITIONS

If you are enrolled in The Teresa Johnson Ballet School you agree to be bound by the following terms and conditions:

### Class Etiquette

Please ensure that you do the following:

- Arrive punctually for class.
- Ensure that your child has been taken to the toilet before class.
- Deliver your child into the care of the teacher before class and ensure that you arrive promptly to collect your child at the end of class.
- Parents please wait at the door of the studio for your child to be collected for class and returned to you after class. If you need to speak to the teacher please send an email to [richteresa@bigpond.com](mailto:richteresa@bigpond.com) and your teacher will then get in touch with you to discuss your concerns. For any matters that need to be dealt with immediately, please give your child an explanatory note to hand to her teacher before class. **Please do not engage teachers in conversation between classes as this wastes class time for all other students.**
- Treat your fellow students and your teacher with respect.
- As we share our studio spaces with other users we need to be considerate of the residents and workers involved in these spaces and their surrounds. You are more than welcome to wait quietly outside the studios but if you have other children with you we would appreciate it if you did not stay in the environs of the studios during your child's class time.
- You are more than welcome to check occasionally through the glass windows in our studios but please understand that this is disruptive to both the teacher and the students in the class and should be kept to a minimum. You will be given the opportunity to observe your child's progress fully at the end of term.
- Parents participating in the **Mum and me** class are required to ensure that their mobile phones are switched off and that they focus on their child's learning experience for the duration of the class. Please restrict photography and video to the first and last day of term. Please ensure you ask permission of the parent of any child whose image you would like to include in your photographs or videos.
- **No food or drink** besides a water bottle is **to be brought into the studio.**
- Please use the toilets provided in which to change your child. Do not under any circumstances change your child or allow them to change their clothes in any of the public areas at any of our venues.

### Viewing Days

Parents and relatives are welcome to join us on the last lesson of term to view class. Please ensure mobile phones are switched off and that audience etiquette is observed.

## Photography and Video

Parents may photograph or video their child on these viewing days on the condition that all photos and videos are for private use only. No photographs or videos are to be uploaded on the internet.

## Absences

If your child is unable to attend class, please could you notify us via text on 0410 423598 or email at richteresa@bigpond.com

Please note that all private lessons which are cancelled with less than 24 hours notice will need to be charged at the full rate.

## Injury

Any student who suffers an injury which precludes them from dancing for more than seven consecutive days will require a report from a medical practitioner explaining the injury and confirming that they are fit to return to dance.

## Refund Policy

Once paid, term fees are non-refundable. No refunds or discounts will be offered for missed classes.

## Fees

By enrolling you agree to pay all fees by the second week of term and agree to give one months notice in writing if you wish to withdraw your child's enrolment from a class. **A \$25 administration fee per student will be added to all invoices outstanding at the end of the second week of term.** Private lessons will be charged for in full unless 24 hours notice of cancellation is given.

## Media Release

Unless The Teresa Johnson Ballet School receives written notification to the contrary it is assumed that your permission is given for photographs or electronically recorded images of your child to be used for promotional and advertising purposes in print on The Teresa Johnson Ballet School website and on social media sites. No names will be used without prior permission.

## Waiver

Whilst all due care will be taken, you agree to release The Teresa Johnson Ballet School and all employees of The Teresa Johnson Ballet School from liability for any injuries to you or your child while attending classes at The Teresa Johnson Ballet School.