



## Terms & Conditions

- On entering or applying to become a member of Starlight Academy of Dance and Performing Arts, you are bound by the Academy rules and regulations.
- A trial period of 2 weeks is available to all pupils. Fees for this are payable on the first week of commencement.
- A full half terms notice must be given in writing if any pupil wishes to withdraw from classes, or the equivalent fee will be payable.
- Any pupil unable to attend class should notify the office on 01276 476 667 or email.
- The Academy accepts no liability for any physical injury, loss or damage to persons, or for loss of property occurring on the premises or around the car parking area.
- The Principal reserves the right to alter the rules, conditions, price, venue and times of classes. Should it be necessary to close the Academy due to national crisis or for any situation beyond control of the Principal, fee refunds or compensation cannot be given.
- All fees are strictly payable in advance; no pupils will be allowed to participate in classes until their fees are paid.
- Invoices are sent out 2 weeks prior to the end of each term. This invoice should be returned to the Academy with the fees on or before the deadline date (as stated in the invoice). The day after the deadline date we offer all unclaimed places to those on our waiting lists.
- There is no reduction or refund for any classes missed during a term. This includes sickness and holidays, poor weather conditions, exam days or for situations beyond our control.
- Academy uniform must be worn at all times. New pupils may wear suitable loose clothing for their trial period after which uniform must be worn.
- The Principal reserves the right to exclude pupils for breach of Academy rules.

- Parents and Associates are not permitted to watch classes unless they have obtained prior permission from the Principal. The taking of photographs without permission is strictly forbidden.
- Physical Contact may be necessary by members of the teaching faculty. If you have any concerns regarding this, please contact the Academy Principal.
- Starlight Academy of Dance and Performing Arts holds information about its customers to enable us to carry out our business as a dance training organisation. This information includes the contact details you supply to us. We will not disclose your information to third parties outside of the Academy except where the law requires, or when you have given us permission to do so.

Correct at August 2014