

Terms & Conditions

By accepting our terms and conditions you agree to the following:

- 1. Fee's are to be paid upfront and on a half term basis. Fee's paid any later than the second class back will incur a £5 late payment administration fee. Children will not be allowed to participate in a class without payment after the first week of a new half term.
- 2. Should any student wish to discontinue any class or leave the school, no refund of fee's will be given.
- 3. Refunds will not be given due to sickness or holidays.
- 4. Private Lessons are to be paid on the day of the lesson or in advance via Bacs. If payment is not received prior to the private lesson the lesson will not go ahead.
- 5. Private lessons must be cancelled at least 24 hours beforehand otherwise full payment is required.
- 6. To ensure the safety of all children, please arrive promptly to collect your child at the end of class. Children must be collected from the door. Any older children that wish to walk home must present a signed permission letter from a parent.
- 7. Please ensure all details are kept up to date on the Class Manager site. Any changes to emergency contact details or allergies / medical conditions etc are the parents responsibility to amend.
- 8. Due to the nature of Dance especially Ballroom and Latin it is necessary for teachers to make physical contact with the children. Private Lessons will never be held in a building with no other adults on site. Parents are required to be present for Private Lessons unless otherwise agreed and there must be another adult in the building.

- 9. Revelation School of Dance hold the right to remove any student from the school due to unacceptable behaviour from a student or parent or for failing to adhere to any of our terms and conditions.
- 10. If your child is invited to take part in outside competitions your are expected to represent our school in a professional and respectable way. All final decisions regarding competitions including dress and hair accessories etc are to be made by the principal. This rule is for your benefit as there are set rules at different ages and levels, so it is very important to check what you are permitted to wear before purchasing competition and exam attire to avoid wasting your time and money.
- 11. As a small business the use of photographs for advertising on social media and via our website is really beneficial to us. You will be asked to give photo consent when you register with us but have the right to refuse. With regards to our show photo consent is required to be able to take part. This is due to the show being filmed and photos being used for promotion etc. You will be asked to consent to photos seperatly for our show so it is possible to consent to only this.
- 12. Parents hold the right to request any photograph/video be removed at any time.
- 13. Under the General Data Protection Regulations I am required to request your permission to keep your information and contact details. Your details are used solely by myself and will not be made available to third parties with the exception of any competitions entered requiring candidate Name and Date of Birth or the Imperial Society of Teachers of Dance (ISTD) for dance examination entries where applicable.

The only information accessible by Revelation School of Dance Teachers is your emergency contact number and relevant health information. By agreeing to our T's & C's you give your permission for me to keep your contact details on file.

- 13. At Revelation School of Dance we have our own Safeguarding Policy and our Safeguarding Leads are Jenny Reveley and Katrina Young.
- 14. If you have any concern about the safety and well being of any student please make your concerns known to one of the stated safeguarding leads in a very discreet and professional manner so further steps can be taken.