



DENISE UTZ

SCHOOL OF DANCE

ENROLMENT FORM 2018

Please print clearly

Name of Student:

Date of Birth: Age at 1/1/18:.....

Mother's Name: Father's Name:

Name of person paying the Invoice:

Home Address:

..... Postcode:

Phone No. 1: Phone No. 2:

Pre-School / School Enrolled 2018:

Year at School in 2018:

Dance Class choices for 2018:

.....

Date commencing first class:

Additional Information (illness, asthma, previous training etc):

.....

How did you hear about this Dance School?

.....

All correspondence including invoices and newsletters will be sent by email only.

Please provide your current email addresses:

.....

I have read, understand and agree to the Policies and Terms of Enrolment.

Parent / Guardian Signature: Date:

DENISE UTZ SCHOOL OF DANCE
POLICIES AND TERMS OF ENROLMENT

Enrolment

An Enrolment Form must be completed to ensure a place in a class. By signing the Enrolment Form, you agree to the Policies and Terms of Enrolment of the Denise Utz School of Dance.

Waiting Lists

In the event that a class is full, a waiting list will be created. You will be notified if a place becomes available. We are unable to predict when or if a place will open.

Child Safety

Denise Utz School of Dance will take no responsibility for students or their siblings whilst outside the studios. Responsibility for students outside the studio lies with the student's parent or guardian.

Students will not be released from class until a parent or guardian is seen by the teacher. This is for their safety, and we ask for parents' co-operation in this matter to ensure that the student is collected at the scheduled end of the lesson.

Newsletters

Newsletters will be emailed to families each term. A hard copy of the newsletter will be displayed on the door of each studio.

Uniform

Hair is to be worn neatly tied back with no loose fringes and in a bun for ballet. No jewellery or watches are permitted, as they are dangerous when dancing. Students must come to class with the correct uniform. This is for their safety and competency when dancing. Excess clothing must be removed prior to the lesson.

Lost Property

No responsibility will be taken for personal property. Parents are asked to label all clothing and shoes to enable us to return to the correct owner. At the end of the term, any unclaimed property will be given to charity.

2nd Hand Clothing

Second hand clothing is available for purchase at very reduced prices. Please arrange an appointment to try on any items after the commencement of Term 1.

Attendance and Discontinuation of Classes

Should you wish to discontinue classes, written notification is required before the conclusion of the current term. Any changes made to the invoice one issued, will occur an administration fee.

Any fees payable in respect of the then current term are not refundable.

Public Holidays

The Dance School is closed on Public Holidays. However, classes are held on pupil free school days.

Timetable

Denise Utz School of Dance reserves the right to modify the timetable at any time. Parents and students will be notified of any changes.

Concert

Every year in November, we hold a performance at a professional theatre involving the whole school, showcasing the students' talents and skills learnt during the year. It is expected that all students enrolled will participate in the Annual Concert. In the fourth term, extra rehearsals are required. Performing is an important aspect for a dancer and so it is an exciting time of year for all.

Please be aware that we hire costumes in an attempt to keep the cost to a minimum. Please budget \$28-\$38 per costume. Denise Utz School of Dance will do its best to accommodate all students sizes and shapes, however we cannot guarantee a perfect fit on all costumes.

Eisteddfods

Students who wish to be considered for Eisteddfods must attend their regular dance technique class, as well as the extra Eisteddfod class per week. Eisteddfod students will have to buy their costumes for use in competitions throughout the year.

Ballet Exams

Ballet exams are not compulsory, and students will be offered the opportunity to take their exam based on the teacher's analysis of their capabilities, otherwise assessments are offered as an alternative. Students in Grade 1-4 must do a minimum of 2 ballet classes per week, and 3 classes per week for Grade 5 upwards, for the whole year, if they wish to take their ballet exam.

Fees

Fees are per term and include 10% GST. Discounts may be applicable at our discretion – please refer to the fee structure. Fees are non-refundable once paid. Payment is by cash, cheque or electronic funds transfer (EFT). Fees are due and payable in advance of each term. Fees outstanding after the 2nd week of Term will incur a \$20 late fee. This excludes parents using our Payment Plan.

If any fees are unpaid for a period in excess of 30 days from the commencement date of term we shall have the right to:

- (a) exclude the student from attending classes and or
- (b) take debt recovery proceedings

Private Lessons

Private lessons are strictly payable at the time of the lesson. They are NOT payable in ARREARS. All fees must be handed to the teacher in an envelope with the child's name and date of the lesson written on it. 24 hours notice is required if a lesson is to be cancelled, otherwise the full fee will be charged.

Food & Drink

No food containing nuts can be brought into the studio by a student, parent or sibling. Food and chewing gum is not to be consumed during a dance class as it may lead to choking. It is suggested that students bring a named bottle of water with them to class to re-hydrate.

Choreography

All choreography including solos, remain the intellectual property of the Denise Utz School of Dance, and may not be used without permission from the Principal.

Disclaimer

By enrolling in our School, you accept that all dance classes, activities and events held at our studios can involve the risk of personal injury. Denise Utz School of Dance will accept no responsibility or legal liability arising from your participation or attendance in our dance classes or other events. You agree to release the Denise Utz School of Dance from all liability to the full extent permitted by law for any personal injury sustained by a student as a result of any negligent or deliberate act or omission sustained whilst on our premises including the studio.

Physical Contact

Demonstration of exercises and personal correction requires some physical contact from time-to-time in order to assist understanding of movement. Physical contact may be required if first aid needs to be administered.

Damage to Property

Parents are liable for any damage to the studio and studio contents caused by their children.

Photography and DVDs

By enrolling in our School, you accept that any photographs or video recordings taken during performance or class may be used for publicity, advertising and on our website.