

Paige Starbucks Terms And Conditions Agreement

updated 11/03/2020

1. Paige Starbucks Registration

Payment of Fees

We welcome new staff to Paige Starbucks. Upon commencing working with us all staff must complete a employee details form including emergency contact details and any medical conditions/dietary allergies along with our signed terms and conditions.

Our class fees remain extremely competitive and payment is taken at the start of each half term. Fees can be paid by bank transfer, or by cash. All fee payments must be paid at the start of each term for all pupils. (Private lessons, exam coaching/fees, uniform, costumes and merchandise are NOT included as part of your term fees payment). Late payment of fees may affect your Childs placement, for example if a class becomes full another child on the waiting list may take the place.

To ensure that the teachers are not unduly distracted from the class, we ask that any cash payments are enclosed in a sealed envelope marked with your child's name, date and their dance class.

Teaching and assisting staff will be paid for their hours worked at the end of each month via Bacs and are required to sign to confirm they are self-employed and that they agree to the terms and condition;

Dress Code

We ask that all students attend their dance lessons wearing the correct uniform. Our uniform can be ordered via our website www.paigetstarbuckdance.co.uk or at classes via your teacher or a member of staff and should be worn for health and safety, identification purposes and as part of the Performing Arts discipline.

Technique class uniform includes a set leotard and dance footwear. Recreational class pupils must wear their Paige Starbucks Dance T-Shirt with black bottoms. Our class uniform is currently as follows;

Baby Ballet or 4-6yrs Ballet and Tap classes: Pale pink leotard/optional skirt, pink ballet shoes, tap shoes.

Jazz-Street Dance- Contemporary Hip Hop- Showtime Classes - Tap Classes - Saturday School Classes or Musical Theatre : Paige Starbucks T-Shirt, black leggings or shorts (Boys black joggers). Black Jazz Shoes or Black trainers (not school shoes).

Waiting Area

If using the parents waiting areas please be considerate of the children's dance class taking place in the hall or studio. Loud noises can distract young children during the lesson, effecting

their learning and progress. We ask that you keep any noise to a low volume and bring something in to entertain siblings quietly. Waiting areas are subject to demand and to availability for suitable space (and does not apply to backstage areas during performances, festivals, competitions and shows). If wishing to help out at our performances you will be required gain a chaperone license and DBS check. You can obtain this through your local council (such as KCC) or please ask Paige for further details.

Parents and associates are only permitted to watch classes during the final week of a full term and then at the head of school discretion.

Personal Belongings

Paige Starbucks does not except responsibility for money or items lost or stolen on the premises.

Specialist Performing Arts Teachers

Our teachers are experienced qualified practitioners, specializing in teaching Performing Arts. They have professional and amateur performing backgrounds and hold professional teaching qualifications and some teachers have specific awarding bodies including the following; Acrobatic Arts, BA(Hons) degree or diploma, YMCA and IDTA (International Dance Teacher Association) Teaching staff will wear Paige Starbucks uniform for events and classes and will maintain high expectations of students, encouraging them to wear their correct uniform in class.

Please see 'dress code' for uniform requirements for each class and age group. Paige Starbucks uniform is subject to change.

All Staff agree to create original dance work for performances and maintain exclusivity of dance performance pieces. Paige Starbucks teachers and assistants also agree to avoid conflicting interests by not setting up own classes in the local area of Dartford or within a 3 mile radius of any venues Paige Starbucks use for classes for a period of 4months after end of employment, and agree to abide by our data protection and terms and conditions agreement of client confidentiality.

2. Safeguarding and Child Protection

All our teachers are DBS checked and experienced working with children. All staff must provide Paige Starbucks with proof of DBS. In class it can be useful for the teacher to help a child to move into the correct position for a particular movement. This is done when necessary to support the pupil in a particular dance skill. These teaching strategies may be used to correct alignment or to improve technique and are also required to support (spot) Acro skills in Acrobatic Arts classes. Please however advise us if you do not wish for your child to be taught using these teaching methods.

Photography and Recording

Recording and photography is not permitted during lessons. We hold termly parent watching presentation weeks when you can view your child's work. Only then will this be allowed at the teacher's discretion and only when all parents/careers agree to consent. No photos or

recordings are to be shared to third parties or posted on social networking sites. Occasionally we invite a professional photographer to attend special events (such as our annual dance show). For this you will be asked to sign a consent form, including giving permission for promotional use.

Additional Educational Needs

Every one child will differ from the next. Teachers are fully trained to understand and accommodate for children who may have any additional educational needs. Please advise your teacher of any known needs or support that your child may require during his/her dance lesson.

Insurance and Health and Safety

Paige Starbucks holds full liability insurance and licenses via Insure For Sports.

When attending a Paige Starbucks class we will request completion of a registration form and declare any medical conditions or reasons yourself or your dependant may not be fit for participation in our classes.

Data Protection

Any data will be used solely for the event as agreed and information will not be shared with any third parties, unless consent has been granted by both parties (Paige Starbucks and Parent).

All of our staff will remain professional and will retain client confidentiality at all times. By agreeing to these terms and conditions all parents, students and staff have agreed to abide by our terms and conditions and agree not to share any personal/client data with any third parties.

3. Class timetabling and re-schedule Timetable

We endeavor to give up to half a term notice for any changes to lesson times or any changes to fees. IDTA dance examinations, Annual Showcases, Performance Events and Parties will be pre-booked and parents will be informed of dates up to 1 month prior to the event. Parents will be required to complete a consent form to agree for your child to participate in these events. Paige Starbucks reserves the right to withdraw any pupil from an event who have poor attendance at class and rehearsal's leading up to a performance or examination. Therefore, please advise us of any pre-booked holidays or medical appointments around performance or examination dates.

Paige reserve the right to alter classes and fees without prior notice. Paige Starbucks reserve the right to ask a student to be removed from classes for any of the following reason misbehaviour, wilful damage and lack of respect to any staff or pupils.

Paige Starbucks reserves the right to amend the timetable for classes when necessary.

Cancellation of classes

Paige Starbucks reserves the right to cancel any classes that fail to meet our minimum enrolment requirement (Usually 5 students). In the event of such a cancellation, you will be offered an alternative class place or refunded for any remaining classes in the term.

Paige Starbucks reserve the right to suspend your Childs classes and withhold examination results until any overdue payments have been received. Fees are not waived in respect of family holidays, school trips, school exams or short term sickness or injury.

In the event of an epidemic pandemic or national crises or any circumstances over which Paige Starbucks has no control fees will not be returned or any compensation made what so ever.

In the event of any un foreseen circumstances including but not exclusive to acts of god and such events of as odd occurrence of bad weather, which has forced the venue to close due to health and safety. Similarly, occasionally a teacher may fall ill and it proves impossible to provide adequate cover. In these rare but sometimes unavoidable instances Paige Starbucks will advise parents as soon as possible and give the option to attend a similar lesson. No refunds can be offered.