



# Kobika Dance

## Terms and conditions

### Your Dance/Cheer session

- Classes run weekly in term-time although additional rehearsals and performances are also occasionally arranged. The dates and times of classes are always published prior to the start of term, however these are naturally subject to alteration due to unforeseen circumstances and students will be informed of such alterations in advance wherever possible. Each individual within a class is part of a whole group and as such it greatly helps our work if all students arrive on time and attend all classes arranged for them. Kobika dance should be notified in advance if possible if your child is not attending a class so that we may plan accordingly and keep our records up to date. No refunds will be made for missed classes.
- It is your responsibility to inform Kobika Dance in writing if your child has any medical conditions and/or allergies, special needs or learning disabilities which could affect them during class.
- Kobika Dance reserves the right to change teachers at short notice as and when necessary.
- Kobika Dance reserves the right to cancel any course due to insufficient demand. In this case a full refund will be given.
- Some dance forms may require physical contact when demonstrating or correcting a student.
- Children under 10 years old are not allowed to leave the premises unless accompanied by an adult.
- We expect that children attending 12+ classes will leave the class unaccompanied, no longer becoming the responsibility of the teacher in charge, unless we are notified otherwise.
- No fizzy drinks permitted during classes, performances, competitions or workshops.
- All valuables will be the responsibility of the student.

### Payment

- All fees MUST be received within 3 weeks of the start of term (Exact date will be on your invoice) any invoices sent out for unpaid fees after this date will be subject to a £5 admin charge.
- Offers/discounts are only applicable for students booking onto and paying for a full term.
- All current students are expected to pay for a full term. Please note, you are deemed to be a current student if you attended the previous term and will automatically be rebooked onto your class(es) for the next term unless we are informed otherwise.
- Kobika Dance accepts new students throughout the term. Fees will be pro-rated from the first class attended.
- Preferred payment is via BACS. Please state your child's full name as the reference. All other payments either cash or cheque should be in a named envelope with details of the payment and classes it relates to.
- Cancelled/returned cheques will be charged an extra £10.00 on top of outstanding fees. All cheques should be made payable to Kobika Dance. Fees are non-refundable under any circumstances.

### Behaviour

- All students are expected to conduct themselves sensibly during all classes, showing self-discipline and respect towards others at all times. Students who damage company equipment or property through misuse or reckless behaviour will be held liable to any costs of repair or replacement.

### Uniform

- Uniform is compulsory if you take part in ballet classes (Leotard and tights)
- Uniform is available but not compulsory for all other classes. Students should wear comfortable, loose-fitting clothing that allows free movement. Choice of footwear depends on dance style. Start with something lightweight and comfortable. For some classes, bare feet are preferable.
- No jewellery is to be worn.