



## Terms and Conditions

These Terms and Conditions apply to A Place For Us CIC Academy classes and Theatre Company productions that are provided to students, applied for and consented to by their Parent/Carer (referred to hereinafter as "student"). A Place For Us Performing Arts CIC reserve the right to make changes to these Terms and Conditions.

### Classes/Rehearsals

Classes/rehearsals take place weekly and run as per the dates outlined in the 'Contact and Consent' form. Students are expected to attend all classes/rehearsals at their scheduled time. Students who arrive late, may need to wait until an appropriate time to take part in the class. If the student arrives after registers have been taken in classes, they must sign in with the Academy Principal (Kate Allerston) before going to class. There are no refunds on classes missed. Parents/Carers should inform A Place For Us Performing Arts CIC if their child is going to be absent from the scheduled class. From time to time it may be necessary for A Place For Us Performing Arts CIC to reschedule a class/rehearsal. This will only happen due to unforeseen circumstances.

### Venue, Term Dates and Class Times

All classes/rehearsals (unless otherwise stated) take place on Saturdays during term time at **The Heath School, Clifton Road, Runcorn, WA7 4SY**. Your 'Contact and Consent' form will have details of term dates and class times.

### Fees

Invoices for the Academy are issued prior to the start of each term (or the first rehearsal for the Theatre Company). Fees are due within 14 days. If this payment schedule will present you with difficulties, please contact us to arrange an instalment plan. If complete payment is not made, or an instalment plan agreed, within 4 weeks of the commencement of term (or the first rehearsal for the Theatre Company) the student will not be permitted into classes/rehearsal until the matter has been resolved. If there are extenuating circumstances which may cause long term student absence, please contact us to discuss this.

### Uniform

All A Place For Us Performing Arts CIC students are expected to attend all their scheduled classes/rehearsals in full A Place For Us Performing Arts CIC uniform. This consists of:

- Place For Us Academy/Show T-Shirt (available to order via email to [enquiries@placeforus.org.uk](mailto:enquiries@placeforus.org.uk))
- Black leggings/joggers

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Contact: [enquiries@placeforus.org.uk](mailto:enquiries@placeforus.org.uk)



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- Trainers or Jazz shoes.
- Jewellery should not be worn and long hair should be tied back.

### **Lost/Damaged Belongings**

A Place For Us Performing Arts CIC accept no responsibility for any loss or damaged personal belongings; including mobile phones/iPads etc.

### **Staff and Chaperones**

All A Place For Us Performing Arts CIC Staff are Enhanced DBS Checked and Qualified in their specialist subjects. Chaperones are fully licensed and trained by the local authority. A Place For Us Performing Arts CIC Staff and Chaperones may use physical contact ONLY to assist students in the development and improvement of their technique and movements. Physical contact may also be used when administering First Aid and when assisting students with their costume changes. A copy of our Safeguarding Policy is available on request.

### **Personal Data**

A Place For Us Performing Arts CIC respects your privacy. When it comes to your personal information, we believe in transparency, not surprises. That's why we've set out what personal information we collect, what we do with it and your choices and rights in our Privacy Policy.

### **Participation**

Students participate at their own risk and are obliged to inform A Place For Us Performing Arts CIC Staff of any existing injuries or medical conditions. In the event a student is not able to take part in their class, it is advised that they sit and watch so that they are knowledgeable of what is expected of them for when they are able to re-join the class.

### **Termination**

If you would like to terminate your contract with A Place For Us Performing Arts CIC, you must provide us with a **four-week** notice prior to the start of the following term. There are no refunds for leaving the Academy or Theatre company before the end of term or performances.

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