

TERMS AND CONDITIONS OF ENROLMENT

Perfect Circle Academy & Agency

The academic year runs from September to July. Pupils are welcome to join at any stage.

There are three full terms in the year: season 1, 2 and 3. Fees are paid a half a term in advance. In the first instance - manually by card. Herein - fees will auto charge during the last week of preceding half term. 6 weeks notice should be given in writing to cancel. Subscription option;- Fees are payable by monthly instalments. A monthly subscription. payments will be automated from the card initial payment is covered with. 6 weeks notice in writing should be given to terminate classes. If not adhered to, you will automatically be charged. You must contact us to cancel during term time, not holidays or fee charges or payments may continue. If classes are terminated before the run of the term you will be charged for the remainder of the term. changes to a subscription; you can add classes at anytime. To reduce number of classes - original sub must be paid off and reconciled. The remaining payments for the year must be cleared and a new subscription started. If a pupil leaves before the full year of dance has been paid for - an invoice will be sent for classes taken. 7 days will be given to clear the invoice. If the invoice remains unpaid after the 7 day period, the fee will be charged to your usual card.

Pupils with outstanding fees will not be allowed to take class.

Fees must still be paid regardless of absence or holiday. There will be no reduction in fees for lessons missed by the pupil.

If the teacher is unavailable to give any scheduled lesson or any problem at all including but not inclusive of weather, act of god or studio safety, there will be no refund in the first instance. If the subsequent lesson is cancelled you will be refunded for this one lesson.

The full term fee is subject to change at company discretion. The fee is fixed term and not dependent on the duration of term. Terms and half terms can run from 3,4,5,6,7 weeks and are holiday dependent and at company discretion. The studio does not run on bank holidays - no refunds or make up classes.

Social media and WhatsApp;

we expect and demand courteous and mindful behaviour at all times. This is a supportive institution that champions learning, inclusivity and nurturing. Comments will be respectful at all times. Group chats; group chats will only be used for sharing choreography, general chat. If a member of Perfect Circle Academy is part of a group chat - you will not direct personal/financial/ grievances to any member of staff. Lambasting/mob mentality/pile ons will absolutely not be tolerated. Any kind of antisocial/bullying/ganging up on anyone will not be tolerated.

We operate a 3 strikes and you're out policy across the board.

Dismissal from Perfect Circle Academy is at managements discretion and cannot be repealed.

SHOWTIME:

'Share the wealth' policy. You will be required to pay costume contributions for all shows. We charge a variable fee for all pupils. Proceeds are divided to ensure every pupil is suitably attired.

TROPHIES:

If you/your child win a trophy at the end of the year, you keep the trophy for 9 months. You have full responsibility to engrave the pupil's name and year on the side plaque and return it to the studio by the date given to you. Damaged, un-engraved or unreturned trophies will incur a £40 fine.

EXAMS:

Pupils will attend mandatory extra lessons and shall be paid for by auto charge to your usual card that is registered. We will pay a sum to the examination board for a candidate to take an exam.

Festival, competition, audition and extraneous fees - you will be notified and your chosen account will be charged.

Classes

Pupils must come prepared for class wearing the correct uniform and footwear with their hair done as specified for their class and be adequately fed and watered.

Lateness is not tolerated; it is important that all the pupils are there from the very start of lessons as warm-up is essential to avoid injury. If you are late you must knock on the door, wait for the teacher to answer and it will be at their discretion as to whether the pupil/s can join in.

All mobile phones to be switched off during class.

We expect all our pupils to be polite and respectful at all times.

A bottle of water should be brought to class; drink breaks will be indicated by the teacher.

Students participate at their own risk and any existing injuries should be reported to the teacher before classes commence.

Physical contact is necessary to assist, spot and gently correct/align pupils.
Absolutely NO Jewellery. Stud earrings are acceptable in class.
NO JEWELLERY FOR EXAMS OR SHOWS.

GENERAL

Perfect Circle Academy & Agency does not accept responsibility for anything lost or stolen but if we do find any items they will be placed in lost property.

Perfect Circle Academy & Agency reserves the right to make changes to the timetable and teaching staff at any time.

Personal information will not be shared with any third party.

Pupils may on occasions be photographed or filmed during class and performances. The media can be used for promotional purposes including social media. By taking part in our academy and agency activities you are

agreeing to this happening, unless you have otherwise informed the academy in writing.

If any parent/pupil/participant fails to follow these terms and conditions Perfect Circle Academy & Agency reserves the right immediately to terminate the contract as you will be asked to leave

Perfect Circle on a temporary or permanent basis, without further liability to you or PCAA

Please ensure that you read the terms and conditions of enrolment before submitting a registration form. These rules apply to all pupils, including those who currently attend classes.

These terms and conditions are subject to change without notice. The latest revision is always on the Perfect Circle Academy & Agency website.