



THE NOTTINGHAM BALLET SCHOOL: TERMS AND CONDITIONS 2023-2024

TRIAL CLASSES

The Nottingham Ballet School welcomes new students to the school by offering 1 trial class.

This can be booked and paid for by contacting our administration team:
admin@thenottinghamballetschool.co.uk.

Failure to complete the trial session form and pay for the session ahead of the chosen class(es) will result in the trial session(s) being cancelled.

REGISTRATION

Once you have attended your trial you will need to get in touch with us via. Email (admin@thenottinghamballetschool.co.uk) in order to give your advice of continuation as spaces will not be held if we do receive contact from you.

Once we've received the information that you'd like to continue with our classes you will be enrolled in to the School and invoiced on a half termly basis.

Your booking is not confirmed until payment has been received. Paid for spaces will be given priority.

You have the option to pay outstanding Invoices online through bank transfer.

Prior to the next term starting you will automatically be invoiced and your child will have a space in the class.

ENROLMENT FEES

Upon registering your child to our classes, you will be expected to pay an enrolment fee of £10 per child to cover administration fees.

Enrolment fees will be added on to your Invoice for the half term. These are a one-off payment and ensure that your child has a rolling place in their class. They will also get priority spaces for workshops and holiday camps.

FEES

The Nottingham Ballet School's classes are payable on a half termly basis.

Payment must be paid by the invoice deadline. Failure to do so, will result in a surcharge of 15% being added for a late payment.

All invoices will be sent out via. Email, a week prior to the term starting or upon registering your child in to our classes.

Students beginning enrolment mid-way through the term will be charged on a pro-rata basis.

Payment is due before attending classes.

Any invoices unpaid by the due date will have any discounts or offers removed and a surcharge of 15% added. The Nottingham Ballet School withholds the right to pursue legal proceedings if this payment is not received.

If outstanding invoices are unpaid after 14 days, The Nottingham Ballet School will not allow the student in to classes.

All payments must be made by Bank Transfer to*:

The Nottingham Ballet School Ltd
Account Code: 99410821
Sort Code: 04-00-04

*In order to determine paid fees, please put the reference as your child's full name.

REFUNDS

There will be no refunds due to illness, holidays or unavoidable absences.

Fees are non-refundable and therefore, any classes missed by the student will not be reimbursed or carried over to the following term.

We reserve the right to change fees, the timetable and term dates. However, we endeavour to contact parents/guardians with as much notice as possible.

If a class has to be cancelled by The Nottingham Ballet School, parents/guardians will be notified by Email. The class will be rearranged for an alternative date and unfortunately, no refunds will be given.

In the event of a government lockdown or a teacher self-isolating, The Nottingham Ballet School will deliver classes online through Zoom. No refunds will be given.

ILLNESS

You must refrain from bringing your child to class if they have had any form of illness within 48 hours of the class.

MEDICAL CONDITIONS

You must declare all medical conditions during registration and keep us updated should this change by emailing admin@thenottinghamballetschool.co.uk.

TERMINATION OF CLASSES

If a pupil does not wish to continue with classes at The Nottingham Ballet School, written notice must be sent to admin@thenottinghamballetschool.co.uk 4 weeks prior to the term ending.

Failure to give 4 weeks notice will lead to an Invoice being issued for the following term.

The Nottingham Ballet School withholds the right to pursue legal proceedings if any outstanding payments are not received.

UNIFORM

Registered students must attend classes in the full uniform requirements stated on the 'Uniform List' for each class.

Girls must wear their hair in a bun for Ballet classes.

We encourage students to also bring a water bottle to their classes so they can stay hydrated throughout.

Please note that uniform can be purchased directly through The Nottingham Ballet School. Our administration team will help you with this.

It is essential that students have all of the correct uniform for Examinations and Class Awards.

ETTIQUETTE

All students must show good discipline and class etiquette in each lesson.

Students must arrive at least 5 minutes before the start of each class to ensure that they are prepared. Please ensure that your child has been to the toilet before the class.

Students must respect the venue and environment that they are learning in.

We do not tolerate any bullying or abuse. If a student is found to be bullying or abusing another student or member of our community such as staff or parents, we will dismiss them with immediate effect. No refunds will be given.

LOST OR STOLEN ITEMS

The Nottingham Ballet School does not accept responsibility for any items that are lost or stolen.

CORRECTIONS

To enhance a students learning and understanding of dance, physical contact may occasionally be necessary to guide them in to the correct movement.

These corrections will be given with care and dignity, and will only be made as part of dance training.

If you have any concerns with physical contact or corrections please contact laura@thenottinghamballetschool.co.uk.

STUDENT SAFETY

Our students safety is of upmost importance to us. Students must be seen into classes and collected by their named parent/guardian.

If your child is to be collected by another parent, family member, friend or childminder, please give notice to laura@thenottinghamballetschool.co.uk, so that we are aware.

If your child is old enough to make their own way home, written consent from the parent must be sent to laura@thenottinghamballetschool.co.uk.

PHOTOGRAPHY & VIDEO CONSENT

From time-to-time, photographs and video footage may be taken of your child for advertising purposes. This could be posted on our website, social media and email campaigns.

Upon registering your child, you will be asked to tick a box to consent to this.

If you do not wish your child to be in photographs or any videos, you need to let us know on registration by ticking the do not consent box.

You must keep up us up-to-date should this change via Email to:
laura@thenottinghamballetschool.co.uk

GDPR

I consent for The Nottingham Ballet School to use my data for the purposes of invoicing, safeguarding and event related materials. All data is stored securely by The Nottingham Ballet School.