

WELLS
SCHOOL OF DANCE



Wells School of Dance Terms & Conditions

“Continuing to grow and inspire young dancers”

Wells School of Dance is currently owned by Lila Wells, the school is home to a team of highly trained and dedicated teachers. The students enjoy a comfortable and encouraging atmosphere whilst receiving quality technical instruction.

Wells offers examinations in Jazz, Tap and Classical using the Comdance syllabus as well as general classes in Jazz, Tap, Contemporary/Lyrical, Hip Hop and Classical Ballet.

Policies & Regulations

By enrolling yourself (in the case of adult students) or your child (in the case of students under 18 years of age) in Wells School of Dance (Wells) classes you acknowledge that you have read, agree to abide by, and (where the context requires) consent to, all of the terms, conditions, codes, and policies referred to below.

Code of Conduct

As a condition of enrolling at Wells School of Dance; parents, student and guardians abide to the regulation, policies and rules set by the faculty of Wells school of Dance, the principal, and staff. Wells reserves the right to terminate a student’s enrolment if any inappropriate actions or behaviour by either student or parent.

Privacy Policy

Please ensure you have completed the photography release form on enrolment. If you do not wish your child to be used for promotional material, please make this known. Wells will at times post photos on social media such as Instagram and Facebook.

Term Dates

Term dates follow the Victorian School Calendar starting at the end of the first week of school and finishing one week prior to the end of year performance. Fee’s structure takes these dates into consideration.

Enrolment

Student's enrolment will automatically continue through consecutive terms until the end of the year. If a student does not wish to continue in the following term, a minimum of 4 weeks' notice in writing is required, or full fees for the following term will be invoiced. Class numbers are limited, and this process will ensure current students place in the class is ongoing.

Payment must be received at the time of the booking and re – enrolment. Students cannot be booked into a class unless full payment is received and there are no part payments. NO allowance is made for occasional classes missed, and no refunds will be given. Wells do not give refunds under any circumstances.

Fee Payment

Fee invoices will be sent out prior to the commencement of each term. These must be paid by the due date stated on the invoice to avoid incurring a late fee.

Note:

- Students are enrolled and charged for the full term.
- If a student decides to drop a class during the term, we do not give refunds or credit notes. There are no refunds for absence due to illness, injuries, School camp, families' holidays, or any other reason.

Registration Fee – Insurance/Administration Fee

There is an annual \$75 administration and insurance fee due at enrolment.

Trial Classes

Trial classes are offered free to new students at this time. Subject to change at the discretion of management.

Discipline Policy

In order to maintain a happy, healthy, professional environment, students are taught the importance of being a part of a group and team. We encourage students to have respect for other students, the teachers, and staff, as well as the studio property, we foster the development of good habits and compliance with rules of conduct.

Our staff are trained to use constructive techniques of discipline to maintain class control and handle individual misbehaviour. Children who exhibit unacceptable behaviour or attitudes are told what is wrong and directed to a positive alternative approach or behaviour.

Children who are disruptive will be respectfully asked to stop the behaviour. If the behaviour is repeated, they will be reminded of it and told how it affects others. If the disruption continues, the children involved will be asked to sit down for a short period of time (usually three to five minutes) before re-joining the class. If a child's misbehaviour continues to disrupt the class, the parent or guardian will be called to pick up the child.

Lateness

Dance is a physical activity that requires the body to be warmed up in order to execute movement safely. Late students miss the proper warm-up and/or barre and therefore may sustain injury. Students who arrive late may be asked to effectively warm up before joining in the class for reasons of personal safety.

Absent

Students are expected to be punctual to classes. Please advise the Wells management via email or through your portal if a student is going to be absent due to illness, injury, holidays, school camp etc.

Grooming

Students must always dress in the correct uniform. Students arrive in and depart the dance school premises in appropriate attire.

Grooming is an essential part of a student's training. It encourages good deportment, enables students to be able to turn correctly without hair flicking in the eyes and is essential for teachers to be able to observe correct placement of the head and shoulder. Students are expected to have long hair pulled back off the face.

Medical Condition, Treatment, or Injury

Dance is a physical activity and whilst all reasonable care is taken, Wells is not liable for injuries sustained during classes, instruction, performance activities or otherwise.

If there is any pre-existing condition that may impact the student's ability to fully participate in the class, we request that this is discussed (confidentially) with Taylah or the teacher of the class. We wish to ensure that all steps are taken to ensure that all students have the opportunity to dance safely.

In the case of an injury or health concern in respect of your child, all reasonable efforts will be made to contact you promptly. But, in the case of an emergency, or in the event that you cannot be reached, Wells will seek medical attention for the student. This may involve Wells rendering first aid to the student or calling an ambulance for the student. You agree to indemnify Wells for any costs incurred in obtaining such emergency medical attention, for example ambulance fees.

If a student is unable to participate in exam, competition, or performance due to an injury they must issue Wells with a doctor's certificate at the time.

Studio

Parents and students are asked to take particular care and be respectful of our facilities. Bins are provided for rubbish please make sure you use them! No food and only water is permitted in studios.

Student Collection

Whilst all reasonable care is taken, Wells is not liable for students outside of scheduled classes or the premises. Parents of junior and younger middle school students are asked to pick children up from inside the studio, rather than asking students to wait unsupervised outside the building.

Car Parking

The parking in Station Street can become very congested at times. We ask that families are mindful when dropping off students that they don't double park blocking our neighbour's driveways and abide by parking time limits imposed by Kingston Council.

Parent viewing policy

Wells gives parents and families the chance to view dance classes at allocated times during the year. Although parents like to watch it can also be a distraction to the students and teachers, as well as affect the entire dynamic of the class. We do not permit parents to take videos or photos of our students in classes during open days.

We welcome all parents to watch the first class. We believe parents/guardians have to be 100% happy and comfortable with how we teach and interact with our students. We ask parents to drop students at the studio door and leave the room to allow for the smooth running of our classes.

Examinations & Assessments

Examinations and assessments are offered for exam class students once a year through Comdance. Examinations and/or assessments are not compulsory but are encouraged as they offer the student a goal to work towards. Students will be entered for examinations at the discretion of the principal.

Our teachers each have extensive experience in their dance field and provide the students with a rich learning environment through small class sizes and targeted learning. By keeping our exam class sizes small, each student receives individual attention to hone their skill as well as be part of a close-knit group.

Performances

All students are offered the opportunity to participate in the end of year Annual Performance. Students wishing to participate must be available for additional rehearsals. All students must attend the dress rehearsals and be available for all performances. Students must not perform choreography taught at the school without seeking prior permission from the principal.

There is a \$25 (\$40 for families) performance levy for all students who wish to performance in our end of year performances. Costume costs are additional.

Volunteers

Wells is a small business and unlike sporting clubs, the staff are not volunteers and are paid for their time. We occasionally call on volunteers at concert time and appreciate all the parents and friends who do help.

Communication

Please direct any enquiries relating to your individual child to info@wellsschoolofdance.com.au. Important newsletters, notices and term fee invoices will be sent via email or sent as text messages. Please ensure your current email address and mobile number are up to date. You can also follow us on Instagram and Facebook for further updates.

Termination of Enrolment

In certain circumstances, when it is in the best interest of one or more students or Wells, it may be necessary for Wells to terminate a student's enrolment. All reasonable efforts will be made to correct a problematic situation before terminating enrolment. Reasons for termination of enrolment include the following (without limitation):

- - Disruptive or dangerous behaviour by students or their parents
- - Abuse of other students, children, staff, or property

Failure to comply with these Terms and Conditions

In the event of any failure to comply with any of the terms, conditions, codes, or policies referred to on this page, Wells School of Dance reserves the right to cancel the student's enrolment and in this situation any fees paid or payable will not be refunded.