

## Simone's School of Performing Arts

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### GENERAL CONDITIONS

#### The Rules of Conduct

1. A student enrolled in Simone's School of Performing Arts in conjunction with his / her Parent / Guardian who commences in any class, does so with the full understanding and knowledge of all conditions and fee structures and will abide by the rules & requirements of the studio.
2. All classes must be paid for whether attended or not. We are unable to discount or waiver class fees for unattended classes, which includes classes missed due to school camps, sickness, or any other activities outside Simone's School of Performing Arts, as you can appreciate it takes extra time to redo the bookwork. If your child needs to take weeks off at a time a deduction of fees can be looked into further by the Director of the school.
3. Should fees fall into arrears, the studio reserves the right to refuse the student's participation in further classes until fees have been paid in full. The parent or student (if over the age of 15yrs) will be given two warnings, after which they will be asked to sit down during their class time if payment has still not been received on the third warning. They will then be asked to cease classes until payment is completely paid up. Any charges resulting from dishonoured cheques will be payable by you.
4. For costume collection for "End of Year Performance", a date is set four weeks prior to the performance. All students must collect their costumes on this date. If you are unable to pick up your costumes that day, you may send someone else to pick them up with a written authorization from yourself. On this date all fees payable for classes up until the end of the concert, eisteddfod fees, performance group costumes etc are to be paid in advance in order to collect your costumes. **End of Year Concert Costume fee:** At the end of year performance each class performs one routine. This concert costume fee is designed to pay off your end of year performance outfits in small amounts like a lay buy. The following classes don't have a costume fee: - Stretch & Technique classes, Adult Jazz classes, Elite Classes and Performance Team classes. Stretch & Technique classes do not do the end of year performance. Adult Jazz classes will be asked to organize their own costumes and performance team and elite classes are invoiced separately. For other classes the costume fee is \$6.00 per block per class, a block being five weeks which is non refundable. If personal circumstances arise in which you are no longer able to perform in the end of year concert you will no longer be charged the costume fee, but you will not be refunded the previous amount of money paid or owing to your costume account. The reason for this is that end of year concert costumes are started at the beginning of the year and most things can not be taken back or refunded. Once you have made this decision please notify Simone on [info@simones.com.au](mailto:info@simones.com.au) Simone will send a reply email to confirm this information and payment for your costumes will cease after this email.
5. The studio shall not be liable for any injuries, damage or loss of personal property suffered by any persons whilst on the studio's premises, however each of our staff members teaches with care.
6. The studio must be informed of any students with a health problem, sickness or injury of any nature prior to participating in any classes.
7. All bookings for private lessons must go via the main office – 43 347766 before participating in a private lessons, any money for private lessons must be paid through the payment slot at our Tumby studio or through the front desk person at Woongarra or East Gosford, but is not to be given to any teachers. Private lessons are paid weekly.
8. Any studio not in use is strictly OUT OF BOUNDS.
9. Any Damage made to any of the studio's is payable by the parents / students or guardians of the students who have caused the damage.
10. OPEN DAY: is when Parents / Guardians are allowed to enter the dance area of the studio to view their child's progress. These are the last week of the term prior to the school holidays, excluding term four. This is up to each individual teacher, who gives the final approval. To reduce the number of distractions, friends or siblings attending open day must be supervised by a parent or guardian. Viewing days will be more frequent for students under 5 years of age.
11. Food is NOT PERMITTED into the working studios, only water will be. Please keep the reception & waiting areas clean and tidy. Place all rubbish in the bins provided.
12. Person(s) MUST NOT play around the toilets or waiting areas.
13. Any person(s) caught stealing, damaging, defacing and generally abusing the studio premises or using foul language will not be tolerated and will be asked to leave.
14. Students will be invited into Performance Group classes. Invitations will be open all year.

15. Students travelling to and leaving the studio's premises do so at their own risk. We ask that all students are extremely careful of cars. Younger students will need to be accompanied by a Parent / Guardian.
16. The studio is a place for learning and NOT a place for social gatherings nor does it provide a child minding service. Please ensure your child is picked up on time at the end of his or her last class.
17. Due to copyright and to protect all students **No Videos** are to be taken of any performance of Simone's School of Performing Arts or "Simone's Showtime Productions", this includes but is not limited to shows, eisteddfods, shopping centres and professional performances and end of year concerts. Video Production is undertaken at the end of year concert performance by Professional Video Production personnel and these will be available for purchase on high quality DVD.
18. The enrollee understands that all costumes and choreography is protected by copyright under the name of Simone's School of Performing Arts and is not to be used for any performance outside the school, including solo performance, competitions and school functions without the Director's permission.
19. Regular attendance is a must. Each student is important to the progression of the whole class. Interest is kept when there is progress and development. Irregular attendance slows both. Missed lessons may result in lower performance standards and may therefore require a restructuring of your lesson time.
20. Please deliver students a few minutes prior to class time. Latecomers will miss warm ups necessary for safe dance.
21. Any class having less than (6) registered students, at the school's discretion, may be cancelled. The Director and staff, reserve the right to remove any student from class for failure to observe the Rules of Conduct, without recourse. Persistent offenders will be expelled. Any parent engaging in slander or disruptive behaviour will be asked to leave the school with his or her child.
22. Siblings of students are not permitted to wander freely during class.
23. All students need to complete a registration form before taking a class at Simone's School of Performing Arts. We need these forms to be completed correctly so that we have your information on file and are able to contact you if necessary. If students are unable to complete forms before their first class they must be completed by their second class at Simone's School of Performing Arts. If you still have not completed a registration form after a few weeks of attendance you may be asked to sit down. We cannot give you important information on upcoming school events without a registration form.
24. Students must turn off mobile phones during lesson times. If parents need to speak to their children urgently please call Simone's mobile on 0414 433 871 or Justin on 43 347766 or 0424 412974.
25. Students are not permitted to wait in the car park for their parents to pick them up. All students must wait inside the foyer for their own safety.
26. Any persons using the waiting area **must** keep noise to a minimum.