



## **Kats Dance Academy**

Dear Parent / Guardian

### **Information & Terms and Condition for Kats Dance Academy Dated 03.05.2025**

#### **INTRODUCTION**

To help you get the best out of Kats Dance Academy and to understand our responsibilities to you and your responsibilities to us, please read the following terms and conditions. The language used should make these terms and conditions as clear as possible. The following policies exist to safeguard the wellbeing of our pupils and to ensure that the good name of our academy continues to be associated with high quality teaching and enjoyment of dance. Kats Dance academy reserves the right to refuse entry to classes if these rules are not complied with. The academy will review and amend its policies on a regular basis and advises parents and pupils to read this document thoroughly to ensure a clear understanding is gained. Please contact a member of our team if you require further information.

We offer an initial taster class for all our classes. This is free of charge. Once your child has attended the taster class, your child's place will automatically be secured, subject to payment being made for further classes.

Each lesson will include a mixture of the following dance styles

- Cheer dance
- Street dance
- Freestyle
- Tap
- Ballet

## 1. Payments

- 1.1 In order for a place to be kept open for your child in our classes, payment is required monthly in advance, by subscription only.
- 1.2 Signing up through our website and setting up a subscription is the only registration and payment method Kats Dance Academy will accept. We are no longer able to accept cash, cheques, monthly BACS payments or fast track payments.
- 1.3 We reserve the right to make changes to these amounts and/or collection date if necessary. In this case, you will be given notice via email prior to collection.
- 1.4 Payment will be taken from the account you specify on 1st/2nd of every month. Failure to make payments on time may result in losing your place in chosen class(es). If you are having trouble paying, please speak to a member of our team and we will do our best to help.
- 1.5 The system we use is **ClassForKids**. All registrations and payments are set up through our website which links to this system.
- 1.6 Prices are based on 45 weeks or 38 weeks worth of classes and pro-rated over 12 months. The full breakdown of individual class dates will be published on the Facebook groups annually and emailed via classforkids
- 1.7 The subscription system ensures everyone pays on time as previously, 70% of fees were paid very late to Kats Dance Academy with some not being paid at all.
- 1.8 Fees and event payments are non-refundable
- 1.9 Class prices are confirmed for your class on the KDA free taster class confirmation

## 2. Cancellation

- 2.1 Should your child wish to cancel one of their classes then we require one month's written notice along with fees.
- 2.2 Any classes that fall under 4 students in total will be subject to being cancelled.
- 2.3 All unattended lessons are still payable. If you intend to be absent for more than 3 weeks, please inform the academy.
- 2.4 At times we take part in events which take the place of the usual dance class for that week. If your child chooses to not take part in these events, fees will still be payable.

## 3. Clothing

- 3.1 Kats Dance Academy uniform is available to purchase from classes. Uniform is required within 6 weeks of students joining Kats Dance Academy. Please see information below regarding specific uniform for each class.
- 3.2 No jewellery or accessories to be worn to dance classes for safety reasons
- 3.3 Uniform must be worn to every session
- 3.4 Hair should be in a neat and tidy ponytail or bun

#### **4. Classes and performances**

- 4.1 Kats Dance Academy aim to provide the very best training. We will implement fun and discipline to do this. If we feel that any student is being disruptive on a regular basis we will issue a verbal warning. If this continues, we will speak to parent or guardian about this matter.
- 4.2 Parents will not be permitted to be in the classroom during classes. At Kats Dance Academy we find that students concentrate and develop better, and are able to develop independence skills when parents are not in the room whilst they are learning.
- 4.3 Promotional pictures and footage may be taken throughout the year during classes; we will require a written request if you do NOT wish for your child to take part. We may also work in collaboration with outside media companies in line with our data protection policy.
- 4.4 Our dance shows will be recorded professionally. Personal cameras and recording equipment are not permitted.
- 4.5 Any student found using a mobile phone will have the phone confiscated and returned at the end of the class. Mobile phones are not permitted inside the class, unless being used for learning purposes.
- 4.6 We advise that your child does not bring any valuables (i.e. phones, jewellery, etc.) with them to classes. Kats Dance Academy do not accept any liability for lost or damaged belongings. Any belongings should have the child's name clearly marked.
- 4.7 No child will be allowed to leave the building without a parent/guardian (unless arranged otherwise). Your child's safety is paramount to us.
- 4.8 Kats Dance Academy cannot be held responsible for any injuries incurred during dance class. Teachers will ensure students are learning and progressing in a safe manner.
- 4.9 If you are going to be late to pick your child up, you must make contact with the academy staff to inform us. Late pick up charges will apply.

#### **5. Exams**

- 5.1 As we are an academy, we have external examinations once a year, examined by UKA (United Kingdom Alliance of professional teachers of dancing). Each exam session will consist of 2 exams which are approximately £20.00 each. (Therefore, approx. cost per year is £40). Once your child reaches the regulated grades price per exam is £27.50 to £55.00
- 5.2 After each exam day, we will arrange a presentation day, where students will be awarded with any certificates and/or trophies they have achieved. Presentation day will include a short dance demonstration from our students, which will allow parents / carers and family members to see how your child is progressing in dance.
- 5.3 Your child will complete 2 exams in the following subjects Tap/ Ballet/ Freestyle/ Cheer Dance at each exam session.

#### **6. Discipline**

- 6.1 Unruly, disruptive behavior in class will not be tolerated. We have a strict anti bullying policy in place and expect our students to always adhere to this.
- 6.2 We believe in teaching boundaries and setting a good example in line with our positive ethos to build our students confidence.
- 6.3 Our staff will not tolerate abusive or disruptive behavior from students or parents. We will treat everyone with respect and appreciate the same in return.

6.4 If a child / parent displays consistent unruly or aggressive behaviour, this could result in termination of class membership

## 7. GDPR

7.1 We store emergency contact details for safeguarding purposes.

7.2 Information will not be shared with third parties

7.3 By signing up to Kats Dance Academy you give your permission for us to store essential data.

7.4 We will only collect and process essential data when it is absolutely necessary i.e. for exam purposes, and when we do so we will make it clear why we are collecting it, and how it will be used.

7.5 In the event that your child leaves Kats Dance Academy, your data will be securely destroyed

7.6 From time to time you may be sent marketing information relevant to Kats Dance Academy to inform you of upcoming events. We will not send marketing from third parties. If you wish to opt out of this, please notify us in writing.

## 8. General

8.1 Any medical conditions must be disclosed upon registration, and the responsibility falls on you, the parent / guardian, to update us when necessary thereafter. It is imperative that we are always fully aware of any health implications, for your child's safety and your own peace of mind.

8.2 Kats Dance Academy communication is made via Messenger or WhatsApp, and social media. Please ensure you follow our social media platforms for recent updates and continue to check messaging apps. Other important information may be given to you in writing at classes. It is the parent / guardian's responsibility to keep up to date with all relevant information regarding their child.

8.3 From time to time, it will be essential for physical contact to take place between the teacher and students / peers. We always encourage safe practice and support students in doing so.

8.4 In the event of a session being cancelled due to conditions out of our control, fees will be non-refundable.

8.5 All events are a choice, therefore show participation is not compulsory.

8.6 All our staff have relevant qualifications, and hold up to date DBS, First Aid, and safeguarding certificates.

If you have any questions or would like to discuss anything further, please contact Michelle directly.

Tel no 0783 4816829

katsdance@hotmail.co.uk

[www.katsdanceacademy.co.uk](http://www.katsdanceacademy.co.uk)

Face book –Michelle Fradley Please feel free to send a friend request, as we update information weekly.

If you wish to have a look at some parents feedback please see link above for Kats Dance  
Customer Reviews - Parents Feedback Team - Staffs CRB and qualifications