

Dorset Creative Dance LTD - Terms and Conditions

Written January 2020

Terms and Conditions

1. Fees

- a) Class fees are payable online and in advance of classes. Payment for fees are accepted via Bookwhen and through our partner banking software Stripe.
- b) In the event of a class being cancelled due to unforeseen circumstances, it is at Dorset Creative Dance's discretion to provide a replacement class or for the class to move online via a live streaming platform. Notice will be given to members before this takes place.
- c) No membership/administration/registration fee is required to book classes with Dorset Creative Dance.

2. Cancellation Policy

- a) Fees are non refundable once payment has been received.

3. Absence

- a) Please notify Dorset Creative Dance if you cannot attend a booked session, either directly or via Bookwhen our booking platform.
- b) Creative Baby participants (Birth to Walking ONLY) are able to make up 1 missed class per term at another venue, space permitting.

4. Lateness

- a) Unfortunately we cannot allow late attendees of more than 5 minutes into the **Creative Minis** classes as an essential warm up is carried out at the start of class.

5. Class Etiquette and Rules

- a) Creative Baby 1 – 3 years and Creative Minis should be appropriately dressed in clothing that is comfortable to move in, ideally leggings and a top. No skirts or dresses without tights or leggings underneath.
- b) Jewellery must be removed and hair must be tied back in Creative Baby 1 – 3 years, and Creative Minis classes.
- c) Creative Baby participants must bring a blanket for babies to lie on.
- d) There is a short drinks break in the Creative Baby 1 – 3 years and Creative Minis classes.
Unfortunately due to COVID-19 we are unable to provide any refreshments and kindly ask that participants bring their own bottle of water.
- e) Ensure that all Creative Minis and Creative Baby (where appropriate) students have been to the toilet and washed their hands prior to the start of their class.
- f) Participants are expected to arrive for their classes 5 minutes beforehand to prepare for their activity.

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- g) Outdoor shoes are not permitted in the dance space. Participants must remove shoes before entering. Creative Baby – socks are permitted. Creative Minis – socks must be removed for dancing to prevent slips, trips and falls.
- h) You must make the teacher aware of any new medical conditions that Dorset Creative Dance is not already aware of upon booking, so precautions are taken where necessary.
- i) Chewing gum and eating snacks in the studio or whilst dancing is not allowed, unless children have been permitted a snack break.
- j) Dorset Creative Dance do not accept any responsibility for any loss or damage to property left on the premises, therefore all valuable items must be left at home or kept safely in your personal belongings.

6. Photography and media use

- a) Participants are not permitted to take pictures or videos in class as the photos may contain images of other children, parents, guardians or members of staff who have not consented to having their pictures taken.
- b) Dorset Creative Dance may take photos or videos of participants in class for promotional use, where consent has been given. Participants will be advised of this in advance. Promotional material includes: flyers, posters, leaflets, banners, our website and social media platforms.

7. Health and Safety & Safeguarding

- a) Dorset Creative Dance endeavours to ensure that your child is dancing in a safe and comfortable environment at all times.
- b) Parents and students are required to inform the class teacher of any medical conditions, injury or sensitive information that may affect the student's participation.
- c) In case of an injury, Dorset Creative Dance will provide care where appropriate and arrange first aid treatment with a designated first aider. This will be documented via a first aid record sheet which are available on request.
- d) All Dorset Creative Dance teachers are first aid trained and carry first aid with them. In the instant where a first aider is not present or resources are not accessible, we will draw upon our venue hirers to assist.
- e) Dorset Creative Dance holds no responsibility for your child once the dance activity has finished.
- f) All Dorset Creative Dance teachers have undergone an Enhanced Disclosure Barring Check and are conversant with our Health & Safety and Safeguarding policy as part of their commitment and involvement with Dorset Creative Dance.
- g) Dorset Creative Dance will undertake a range of risk assessments prior to student's entering the space. Appropriate risk assessments have been carried out for all spaces and are in compliance with Dorset Creative Dance Health and Safety Policy.
- h) Dorset Creative Dance does not discriminate on background, ethnicity or religion, regularly monitors staff to maintain policies and adheres to Health and Safety procedures to ensure that each child dances in a class appropriate to their level of development.
- i) We expect parents to update any changes to student contact details in writing. All details will be held in strict confidentiality (GDPR) and will not be passed on to outside parties.
- j) Dorset Creative Dance have a **zero bullying tolerance** across all their activities and will take appropriate action if required.

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- k) We will not be liable for any loss, injury or damage suffered where you do not tell us about a medical condition, or you or the child do an activity which you are aware (or should have been aware) would, or might be, detrimental to you or the child.
- l) You and your child use our services at your own risk. You and any child for which you are responsible attend our classes at your own risk and you are responsible for supervising any child in your care at all times (including during classes and with use of props). As long as we have provided the classes with reasonable skill and care, we will not be liable to you for any loss, damage or injury suffered by you or a child for whom you are responsible as a consequence of you not following our instructions during the provision of our classes.
- m) You must not attend class if you or your child display the following symptoms:
 - Fever or a cough within the 14 days prior to the Class
 - Upset stomach or diarrhoea in the 48 hours prior to the Class
 - Heavy nasal discharge
 - Discharging eyes
 - Symptoms of a possible communicable disease, including, but not limited to, Covid-19, measles, chicken pox, German measles, whooping cough, impetigo, scarlet fever, hand foot and mouth disease or norovirus.

How we may use your personal information. We will only use your personal information as set out in our Privacy Policy.