

TERMS AND CONDITIONS

FEES

1. All fees are payable monthly in advance. Failure to make payment could result in you losing your child's place in class.
2. The M&M Academy of Arts reserves the right to add a 10% surcharge to any fees not paid by the end of week 2 of the period owed.
3. New students are entitled to one free trial of class.
4. There are no refunds if a student is absent from a class and no reductions for non-attendance, even if previously notified.
5. If classes are cancelled by the teacher, fees will be credited from the forthcoming invoice.
6. If a student is asked to leave class due to poor conduct or non-compliance with our terms and conditions, no refund will be made.
7. Fee payments can be made by cash or cheque. Any cheques should be made payable to Mrs M Hadley or Mrs A Emerson. Payment can also be made online via Gocardless.
8. All monies paid in cash or by cheque must be received in a sealed envelope with 'student's name' and 'amount enclosed' and 'reason for payment' clearly written on the front.
9. If monies are paid by cheque the student's name must be written on the reverse of the cheque. Along with what the cheque payment is for (eg. exams, fees, uniform etc)
10. In the event of a represented or declined cheque, the parent/student concerned will be liable to reimburse all bank charges.
11. A charge will be made for all competition music supplied regardless of the format of the music (CD, file, tape).
12. 1 month's notice in writing (email is acceptable) is required for cancellation of any classes taken by your child.
13. In the event that a student is unable to attend classes due to participation in another performance/event, no refund will be given for the classes concerned.
14. No student will be permitted to the examination room if class fees are outstanding.

CONDUCT

1. Classes run back to back on the timetable without a break. Students should be groomed and dressed appropriately ready to start their class before entering the studio and leave promptly at the end. The M&M Academy reserve the right to refuse entry to class to any student arriving late, as this could cause disruption to the class, or a risk of injury.
2. Parents of students under the age of 7 are respectfully requested to remain outside the class during lesson time
3. Any students outside of class are not the responsibility of The M&M Academy
4. Students are asked to wait quietly outside the studio until their class begins. Students should be considerate to other students, parents and neighbouring properties. Any reports of poor behaviour will be treated very seriously.
5. Students are expected to demonstrate respectful behaviour towards their teacher and fellow students at all times.
6. Students are not permitted to chew gum or eat during class times.
7. Students are responsible for their own property and bring items at their own risk. No jewellery should be worn at any time during class.
8. Students are not permitted to use mobile phones during a class. Any mobile phones brought into the class must be switched off or on silent mode.
9. Students are not permitted to leave the studio during a class without permission from the teacher.
10. Students are not permitted to sit out of a class unless they become unwell or injured during the lesson or written consent from the student's parent/guardian is given in advance.
11. Teaching Staff, volunteers and helpers must be treated with respect. Any reports of abusive behavior will be treated very seriously.
12. Students are expected to wear suitable attire for all lessons and hair should be neatly groomed. All ballet students should have ballet tights/socks and hair in a bun. Acro students must have hair secured off their face and long hair must not cause a hazard. Full examination uniform is compulsory before admission to exams. Failure to attend classes appropriately dressed will result in the student being unable to participate in class in the interest of health and safety.
13. Students should take pride in The M&M Academy of Arts facilities and ensure that they leave the studios clean and tidy after use, discarding all rubbish in the bins provided. Any students who are directly responsible for damage to the facilities or equipment of The M&M Academy will be liable for all costs.
14. The M&M Academy do not accept responsibility for items left in class which are later disposed of.

MISCELLANEOUS

15. The M&M Academy are not responsible for children once their class has finished, or in between classes, so please ensure all children are collected promptly.
16. A responsible adult should collect students from class as they are released from class into the lobby area. If you leave the premises during class time, please ensure that you arrive back AT LEAST 5 minutes before the end of class.
1. The M&M Academy is not responsible for escorting children to classes at alternate venues, this is the responsibility of

- the parent.
2. Dance and acrobatics, in their very nature, require support and direction from teachers/officers of The M&M Academy. Physical contact with the student, may therefore be used in class to assist learning or reduce risk of injury. If any student is uncomfortable with an element of this support, they should immediately bring this to the attention of the principals of the school.
 3. Parents are not permitted to enter or watch classes except in exceptional circumstances at the discretion of the class teacher.
 4. All students must complete a registration form upon joining the school; and it is the responsibility of the parent/guardian to keep all contact details and medical information up to date
 5. Any injury/new medical condition must be notified to The M&M Academy of Arts by email before participation in any future classes.
 6. The school timetable may be revised at any time.
 7. The school is affiliated to The British Theatre Dance Association (BTDA) and all examinations taken by the students are accredited by the Council of Dance Education and Training (CDET).
 8. Students are covered under the M&M Academy liability insurance whilst in class or at an event directly run by The M&M Academy. Attendance at external events, including festivals, are at the parent/students own risk.

SOCIAL MEDIA

1. It is strictly prohibited to post or share information of a personal nature about any member of staff, student, volunteers or their families.
2. It is strictly prohibited to share information that compromises and could bring the company into disrepute.
3. Parents, Guardians or Students must not post pictures, videos or voice recordings of other students without consent from the relevant students parent/guardian.
4. Videos recorded during rehearsal periods are strictly for personal use and should be used as a teaching aid only.
5. Negative comments, of any nature, about fellow students, teachers, volunteers, judges/adjudicators, other teachers, students and dance schools or organisers of external events are prohibited.
6. Parents and students are not permitted to contact teachers, volunteers or officials of The M&M Academy of Arts through social media channels. All communication should be via official email to admin@mandmacademy.co.uk.
7. Teachers and contractors of The M&M Academy of Arts are not permitted to accept 'friend' requests from students of the school.

PHOTO/VIDEO MEDIA

From time to time, The M&M Academy of Arts take photographs/videos of the children in class. This media can be used for marketing and advertisement purposes, for sharing with other members of The M&M Academy and for the benefit of the individual families.

Media of this nature will only be used if prior consent has been granted for this purpose. All members of The M&M Academy will be asked to complete a photo/video media consent for this purpose.

Disclaimer

By allowing your child to participate in classes with The M&M Academy of Arts, you are agreeing to accept full responsibility for your decisions and agree not to hold The M&M Academy of Arts, its agents, officers and any affiliated companies liable in respect of injury or illness to your child.

All classes are taught by trained professionals, but exercise is not without its risks and participation in exercise, dance and gymnastics moves may result in injury. As with any physical exertion, if at any point your child begins to feel faint, dizzy, or have physical discomfort, they should stop immediately, advise their teacher and, if appropriate, consult a medical professional before continuing with classes.

If your child has any medical condition which may affect their ability in these classes, or indeed increase their risk of injury, you MUST inform the class teacher before joining in the class. No child must participate in classes if they have been advised not to by a qualified professional.

If you choose for your child to participate, you do so of your own free will and accord, knowingly and voluntarily assuming all risks associated with such exercise activities. These risks may also exist for those who are currently in good health right now.