

## Ballet for You Terms & Conditions

### Your Wellbeing

By enrolling on a Ballet for You course, you agree to be responsible for your own wellbeing, partaking in classes sensibly and safely, working within your own means under the guidance of your teacher.

### Punctuality

You should arrive early and be ready at least 5 minutes before the start of class so you can prepare yourself mentally and physically; if you are late, please enter the studio quietly and warm yourself up before joining in.

### Missing a Class

If you miss a class, you can attend another up to the level of your skill within the same term. It is ideal to attend the same level class within the same week so as to not miss out on that week's material. Please email [mail@balletforyou.co.uk](mailto:mail@balletforyou.co.uk) to check first so we can manage class sizes. For the sake of class sizes, please try to stay in the group you are enrolled on as much as possible. It is not possible to carry missed classes over to the next term.

### Updating your Details

Please keep us updated of any changes to your details by emailing [mail@balletforyou.co.uk](mailto:mail@balletforyou.co.uk) and quoting your membership number.

### Photography & Video

On occasion, classes may be photographed and videoed. This may be for choreographical purposes, to show improvements throughout the term or for promotional purposes (website and social media); if you have any objections, please inform us in writing at [mail@balletforyou.co.uk](mailto:mail@balletforyou.co.uk)

### Communication methods

The main form of communication that Ballet for You uses outside of class is via email for matters concerning an individual or specific class, and via the monthly newsletters for active members attending courses that term. You may be contacted by text or phone for more time-sensitive reasons (eg should there be any last minute studio changes / class cancellations). Please ensure you provide the best email address and number for such purposes (work email addresses sometimes have firewalls that may block emails sent to several people). Reasons you may be emailed include to inform you of term dates, enrolment details, payment acknowledgements, remind you of deadlines including overdue fees and to review your course options in line with your progress.

### Payment of Fees

Payment is required at the time you enrol. Please note that until a payment is made towards your fees, your place is not secure and could be given to someone else. Fees of £150 and under need to be paid in full with your booking form. Fees over £150 can be paid in two halves; the first with your booking form and the second before the start of term. Fees over £290 can be paid in 3 parts; the first with your booking and the last before week 4 of the term. It may be possible to spread the cost of your courses further, or arrange a special payment plan, but this must be requested at the time of your booking.

### Cancellations

If you can no longer attend a course, please email [mail@balletforyou.co.uk](mailto:mail@balletforyou.co.uk) immediately. If notification is received more than 14 days before the start of term, a full refund will be offered. If 7-14 days' notice is given before the start of term, a £15 administration charge will be deducted from your refund. If less than 7 days' notice is given, Ballet for You will deduct £25 from your refund. Refunds cannot be offered once the term has started.