

# The Drama Hub Policies & Terms Conditions of Enrolment

## REGISTRATION/ENROLMENT POLICY

It is a requirement of The Drama Hub for all students to be correctly registered and lesson fees paid on the due date for students participating in any drama classes.

Acceptance of enrolment is at the sole discretion of the Studio Principal.

## MEDICAL CONSENT

Any drama class can involve risk or personal injury. I understand that while The Drama Hub takes all reasonable care in the conduct of its' classes, it accepts no responsibility for injury or loss caused during classes or whilst students/participants, siblings or parents/ guardians are at or near the drama studio.

Parents/Guardians are responsible for ensuring that their child (the student) is physically and medically fit for the class and is picked up from the studio on time.

## MEDICAL EMERGENCY PROCEDURES

I understand I will be notified as soon as possible in the event of an emergency.

In the event of a medical emergency, if parents are unreachable, I understand the teacher reserves the right to call for an ambulance service if deemed necessary.

I understand and agree that ALL expenses of such treatment are my responsibility as the parent/guardian of my child/student.

## FEES

Fees will not be refunded under any circumstances once paid. All illness, holidays and one off missed lessons will still be charged.

Fees for lessons will be charged per term only. Tuition fees must be paid within 14 days of term commencement. A discount may be offered to multiple registrations in one family.

## **PRIVACY**

Any information collected by The Drama Hub will be held in confidence & used for its stated purpose only. Such information will not be provided to a third party without the consent of the person who have provided the information.

## **PHOTOGRAPHIC/VIDEO & DVD COPYRIGHT**

Unless otherwise indicating on The Drama Hub registration form, enrollment gives automatic copyright to The Drama Hub for all images taken at ANY occasion in association with any of The Drama Hub activity & permission for all photographs and or video/DVD recordings taken in the course of classes or performances to be used for publicity including The Drama Hub website, local newspapers and Social Networking Sites.

## **WHAT TO WEAR & BRING**

Comfortable loose clothing and removable shoes is advised, however if students are coming straight from school, school uniform is fine.

We recommend all students to bring water and **STRICTLY NO FOOD.**

Some weeks students may be required to bring in a small prop, this will be discussed in the classroom.

## **OPEN CLASSROOM**

We prefer if parents aren't present during the entire class as this may disrupt the child performing at their full potential.

We do however accept some children would like their parent there at the beginning for support so we ask parents to sit to the side and once their child is feeling a little more relaxed we ask that you quietly remove yourself from the room.

For parents wanting to see how their child is performing, we offer an open classroom the last week of each term, so parents can see their child's progress.