

TERMS AND CONDITIONS OF ENROLMENT

Fee Policies & Procedures:

1. Fees must be paid by the 2nd week of Term and are non-refundable.
2. A \$30.00 enrolment fee will be charged each year for each enrolled student. This fee includes music levy.
3. Students that enrol after the beginning of the term will pay either half or full terms fees, not by the week.
4. An \$11 administration fee will be charged for each week that fees remain overdue. Any student with any overdue term fees will be in danger of losing their enrolment position in their classes.
5. If you are unable to pay fees within the above time allocated, you must contact Belinda Adams, to arrange an alternative method of payment.
6. Your place will be automatically held for each new term during the year and 2 weeks notice of withdrawal must be given prior to the term commencing or full terms fees are payable.
7. At the end of the year all students must re-enrol/enrol in the classes they wish to secure their position. PLEASE NOTE CURRENT ENROLMENTS DO NOT AUTOMATICALLY ROLL OVER TO THE FOLLOWING YEAR. A NON-REFUNDABLE \$30.00 APPLIES OR YOUR POSITION WILL NOT BE SECURED.
8. If a student/parent fails to pay fees for any reason, it will be put in the hands of a debt collector.

Email Policies & Procedures

1. It is the parents and students responsibility to read the emails sent out on a regular basis and collect any notices from teachers for relevant information.

Injury/Medical Condition Policies & Procedures

1. It is the students and parents responsibility to notify their teacher in the event of injury/medical condition during or prior to class.
2. It is the students and parents responsibility to inform their teacher of any injury being treated or may be of concern.
3. The first aid box is available to any student through their teacher. Due to government regulations we are unable to provide anyone with Panadol or equivalent medication.
4. All medical conditions need to be reported to Northside School of Dance and the teacher of your class prior to the student commencing class. It is the parents or students responsibility to inform the teachers of Northside School of Dance of any medical conditions.
5. All care will be taken by Northside School of Dance, however no responsibility for injury or loss to person or property will be taken howsoever caused and without limiting the generality of the afore going damage or injury resulting from or caused by any negligence of the principal, instructors or other employees of the said "Northside School of Dance".

Concert Policies & Procedures

1. It is encouraged that students take part in the end of year concert although it is not compulsory.
2. Each Student participating in the end of year concert must attend the dress rehearsal.
3. Parents are not permitted backstage without a backstage pass or blue card.
4. Students who do not attend dress rehearsal will not be permitted to perform in the concert.

Class Attire Policies & Procedures

1. All students must be in dance uniform as stipulated in the NSD Guide, with correct foot wear. NO PRIMARY OR SECONDARY SCHOOL UNIFORMS TO BE WORN DURING CLASS.

2. No excess jewellery to be worn.

3. All students must be appropriately groomed for class, with their hair tied back off their face.

4. Inappropriately dressed or groomed students may not be able to participate in class activities due to Occupational Health & Safety (OH&S).

The NSD Guide outlines in full all policies and procedures of NSD and will be provided once enrolment has been confirmed.

If you have any questions please contact Belinda Williamson.