



FUTURE FACES

HALL PARK THEATRE, LUTTERWORTH LE17 4LN

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TERMS & CONDITIONS

By enrolling your child at Future Faces, you accept these terms and conditions.

The Agreement is made between the parent/guardian ("Parent", "you" or "your") of each enrolled student ("Student") by a Parent and Future Faces Lutterworth Limited ("Future Faces", "we", "our", "us") (trading as Future Faces Lutterworth Limited) and is valid at all times whilst the Student is enrolled on any Future Faces activity and until such time as written notice is given in accordance with these Terms & Conditions.

ATTENDANCE

- When it is known in advance that a student will be missing a lesson, notice must be given by telephone or in writing. Poor attendance may hinder a student's chance to enter an examination or performance.

CONDUCT

- Parents should be aware that due to the nature of dance it is necessary for the teacher to use appropriate physical contact when training young dancers.
- Teachers hold a DBS (formally known as CRB) Enhanced Disclosure Certificate for working with children.
- Any aggressive or rude behaviour towards a member of staff will not be tolerated. Should an incident occur, you and your child/children may be asked to leave the school.

CORRESPONDENCE

- If you wish to discuss any aspect of your child's learning we ask that you communicate through email or telephone to arrange a time where we can speak without interrupting lessons.
- Correspondence and Newsletters will be sent via email for those with access to email or sent via post for those without internet access.
- Filming and Photography
- Pupils may on occasions be photographed or filmed during class and performances. Enrolment forms confirm whether permission has been granted
- Photography may be used on social media, such as Facebook & Instagram and our website. This will only be used by Future Faces official pages.

PARENT OBSERVATION

- It is more beneficial for the student and teacher when the parents are not directly in the classroom therefore, we do not regularly allow parent observation. However, for new or very young students it is acceptable for a parent to remain in the class until the student is settled.

- The school is only responsible for students while in the building. We encourage parents to collect their children from inside the studios and on time. Students will not be allowed to leave the building until an adult is able to collect them.

Students' Property

- Students are obliged to take care of their own belongings. Future Faces can accept no liability for lost or damaged belongings.

Any lost or forgotten items if found will be put in the lost property box reception. Please note this is cleared out termly by Future Faces note this is cleared out termly by Future Faces.

HEALTH & SAFETY

- Students participate at their own risk and are obliged to inform Future Faces of any existing injuries or medical condition. All enrolment forms must have any known medical conditions stated and any changes to such information must be notified to Future Faces immediately in writing.
- If you are unsure whether a student should participate in any activity, please consult the Student's GP before enrolling the Student with Future Faces.
- Any medication left on the school premises must be clearly labelled and the student should, unless Future Faces has agreed in writing otherwise, be able to administer it themselves.
- If a student is unwell or has an accident requiring emergency treatment, the Parent will be contacted via the emergency contact details provided on the enrolment form. This number must always be contactable whilst the student is attending the Future Faces Activity.
- Parents are solely responsible for ensuring that the emergency contact details on Future Faces records are up to date.

NOTICE, PAYMENTS & FEES

- Written notice is required for termination of classes no less than TWO WEEKS before the end of the half term. Failure to give notice will incur a charge of FOUR WEEKS fess for the next half term.
- Fees are due every half term and regardless of attendance all lessons must be paid for in advance.
- A discount of 20% is given to siblings attending the same class.
- Payments can be made by direct debit / BACS Transfer
- Showcard fees will be due four weeks before each production and these will be invoiced and become payable on the invoice date. Showcard fees are set at the commencement of a full term and any increases will be notified at least three weeks prior to the start of the next full term in writing
- Any payments received after due date will incur late payment charges of 10%
- Tuition fees are non-refundable.

INSURANCE

- The school carries Liability Insurance for the teaching of all activities.

GROOMING & UNIFORM

- Students must be properly groomed for all lessons, this means correct uniform, hair, and shoes.
- Long hair should be tied for all lessons.
- Only Future Faces T shirts may be worn. No other T shirts are permitted.
- Only Future Faces hoodies may be worn.
- Students must wear all black jazz pants or tracksuit bottoms. No logos or other colours should be visible. Only all black socks are acceptable. If leggings are worn, then they must be all black.
- Only black jazz shoes or black jazz trainers are acceptable. No other footwear is acceptable. (These should not be worn into the studios but changed into prior to commencement of the lesson.)
- The level of fees is reviewed annually.
- Jewellery must not be worn for any lessons; this includes earrings, rings, necklaces, and watches

PERFORMANCES

- Students are invited to participate in the Future Faces productions. Written notice must be given if student is not wishing to participate.
- Putting on a production is a huge commitment and by participating you must attend all rehearsals and be available for additional rehearsals when required, failure to attend may result in show parts being changed.
- Costumes must be well looked after and returned promptly no later than the week after the production.

EXAMS

- Students are entered TRINITY examinations at the Teachers discretion.
- Students will only be entered when they are at examination standard.
- Fees for students entering examinations will be payable seven weeks prior to the examination date.
- Examinations are not compulsory, and should a student not wish to take an exam it is acceptable for them to participate in Examination Classes