



JSD



Dance & Musical Theatre

www.jsddanceandmusicaltheatre.co.uk

Principal (UPMINSTER) Julie McAuley - Tel: 07906 286632, Email: jsdjulie@hotmail.co.uk
Principal (RAINHAM) Gemma Walczyk - Tel: 07854 794854, Email: jsdgemma@hotmail.co.uk

TERMS & CONDITIONS

Dear Parent/Carer,

We are very pleased you have chosen JSD Dance & Musical Theatre for your child. We would like to take this opportunity of giving you all the relevant information regarding our school, which will help with the safety and well-being of your child whilst in our care.

GENERAL RULES

- No chewing gum or food allowed during lessons.
- No fizzy drinks allowed (water or squash in a named bottle is ideal).
- Hair should be completely tied back and off their faces.
- All belongings must be clearly labelled. Staff at JSD will not be responsible for lost uniform/items.
- All mobile phones must be switched off or on silent.
- JSD endeavor to ensure your children are dancing in a safe and comfortable environment. We ask you to bring and collect your child promptly or notify us by text if you are running late.
- Please note that from time to time it is necessary for the teachers to use physical contact when helping to improve pupils' posture or assist in movements.
- If your child comes home upset for any reason – please let us know so that we can deal with the problem quickly. Even if the problem is not dance related, we can help.
- **WE WILL NOT TOLERATE BULLYING OF ANY KIND.**
- We request that all parents, pupils, and their families, treat staff with respect as well as other students and their families.
- **PLEASE MAKE SURE YOU COMPLETE THE INFORMATION SLIP**, particularly the medical conditions, nobody would be refused on health grounds. All information is confidential, if you choose to leave JSD all information will be deleted after 3 months of leave.

PAYMENT

- **FEES ARE PAID EITHER BY THE TERM (RAINHAM STUDENTS) OR BY DIRECT DEBIT (UPMINSTER STUDENTS).** If paying by the term, fees must be paid on time - all details regarding fees and due dates can be printed from our website or are available on class. For Upminster students, details for setting up the direct debit will be given after the first few weeks.
- New pupils pay weekly for their **FIRST 4 WEEKS ONLY (FIRST LESSON IS A FREE TRIAL).**
- Payments can be by cash or bank transfer
Upminster bank details: JSD Dance & Musical Theatre, sort code 09-06-66, account number 42235582, ref child's name.
Rainham bank details: JSD, sort code 60-11-15, account number 19319908, ref child's name.
- After the first 4 weeks **MISSED LESSONS MUST BE PAID FOR.** Students are allowed to come to another class to make up for missed lessons – please ask for the most suitable classes available.
- If you decide you do not want your child to continue classes at JSD, **NO REFUNDS WILL BE GIVEN FOR THE REMAINDER OF TERM, OR REMAINDER OF THAT MONTH.** At least 7 days' notice is required to cancel the direct debit.
- If there are financial difficulties, please speak confidentially to Julie or Gemma.

All staff hold DBS Certificates and First Aid Certificates, and we have all the necessary Public Liability Insurance Cover for both Staff and your children.

We hope your child enjoys their class.

Julie & Gemma