

TERMS AND CONDITIONS ENROLMENT

Updated December 2025

1. Enrolment & Fees

- * An enrolment fee of \$38.50 (inc GST) per student is applicable upon annual enrolment prior to the start of the academic year. This covers insurance, licensing and administrative fees for the upcoming year. The enrolment fee secures the place in the class.
- * Class places automatically roll across terms without the need to re-enrol for each term. It is assumed a student is continuing if notice of withdrawal is not provided and all fees remain payable.
- * All fees are inclusive of GST.
- * Missed classes are non-refundable; however a make-up class may be offered depending on availability.
- * We offer a 5% discount when a student attends 2 classes per week and a 10% discount when a student attends 3 classes per week.

2. Withdrawal

- * Two weeks' written notice is required for withdrawal from a class. This must be provided by email two weeks prior to the end of the current term.

3. Class changes and cancellations

- * In the rare event of teacher illness, venue issues or other unforeseen circumstances, a substitute teacher may be provided or a class credit or refund applied if St Kilda Ballet School is unable to run the class.

4. Safety, Wellbeing and First Aid

- * Dance is a physical activity and carries inherent risks. Students participate at their own risk.
- * Parents/guardians must inform the school of any injuries, medical conditions or learning needs that may affect participation.
- * All staff at St Kilda Ballet School are First Aid trained and hold current Working With Children Checks.
- * Students should not attend when unwell.



5. Medical Emergencies Policy

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 - 1) Staff will assess the situation and provide First Aid according to their training.
 - 2) Parents/guardians will be contacted immediately using the phone numbers provided at enrolment.
 - 3) If a parent/guardian cannot be reached, or if the situation requires urgent medical attention, staff will call emergency services (000) without delay.
 - 4) If an ambulance is required, any associated costs will be the responsibility of the parent/guardian.
 - 5) An incident report will be completed and provided to the parent/guardian.

6. Code of conduct - Students and Parents

- * It is expected that students wear the correct uniform/clothing (as outlined in our handbook) and the appropriate shoes for their comfort and safety with hair tied back.
- * Respectful and safe behaviour is expected from all students and parents/guardians at all times.
- * The school may refuse participation or terminate enrolment if behaviour is unsafe, disrespectful or against our school's community values.
- * The school is not responsible for loss or damage of personal items.

7. Communication

- * The school communicates important updates through email notices/newsletters.
- * In the rare event of a last-minute change impacting our classes due to unforeseen circumstances, parents/guardians will be contacted by SMS.

8. Agreement

- * By enrolling a student and participating in classes and/or events at St Kilda Ballet School, parents/guardians (or adult students) agree to all Terms and Conditions outlined above.