



Newcastle Ballet Theatre

General Terms and Conditions on Enrolment

1. Students should always be appropriately dressed for ballet classes in their correct uniform (Leotard, pink tights, pink ballet shoes) Legwarmers and crossovers are only permitted in cold weather for the first few exercises at the beginning of each class, then must be removed. Black tights and loose fitting clothing are not permitted except in contemporary, pilates and limber/stretch classes. See our Uniform List.
2. Newcastle Ballet Theatre tracksuits should be worn to all eisteddfods and competition events. Please see reception for details on ordering and cost.
3. All students must take pride in their grooming. Hair should be neat and tidy for all classes. Jewelry must be kept to a minimum, no watches, and must not be left on the premises as the staff at NBT will not be responsible for loss of valuables.
4. Clothing, shoes, bags, drink bottles and any other personal items must not be left in the studios, or hallway floors at any time. Lost property will be held until the end of each term - any unclaimed items will be placed in the second hand clothing bin.
5. For students wishing to participate in ACB syllabus exams, it is mandatory for them to attend the ACB recommended number of syllabus classes per week:

* Pre-primary:	1 Class
* Primary:	2 Classes
* Prep. Level 1:	2 Classes
* Level 1:	2 Classes
* Level 2:	2 Classes
* Level 3:	2 Classes
* Level 4:	3 Classes

For level 3 & 4 students wishing to do exams, it is compulsory for them to do 1 open ballet class & 1 demi-pointe/pointe class per week in the Term prior to their exam as a necessary part of their pre-exam training. Stretch class is also recommended but not compulsory

6. Please respect the studio, its cleanliness, personal hygiene and fellow students. Water bottles are permitted in the studios but must be placed in the tubs provided to help protect our floor. Eating in the studios is prohibited, we ask that students eat out in the lobby area only. Students must clean up after themselves and place food scraps & any other rubbish in the bins provided.
7. Any student that is sick, injured or has a planned absence, please inform one of the principals via phone or email (nbt1@live.com.au) on the day of the illness (preferably before the commencement of class).
8. Please notify the administration if a student has any medical conditions or requires any regular form of medication; this information will remain strictly confidential. Where parental permission for self medication has been given, NBT will not be held responsible or liable for misuse of this medication by the student.

9. When addressing teachers, we expect students to be respectful at all times and show courtesy by actively observing corrections with actions, not reactions. Students are not permitted to talk/gossip during a class. If we feel a student is continuously disruptive and disrespectful, the student may be asked to leave the class and/or school and a letter will be sent to the parent/guardian to explain why. NBT has a code of conduct to create a safe and supportive studio environment, where every student can enjoy their classes, and achieve their greatest potential. We aim to foster high standards of behaviour based on co-operation, mutual respect, self-discipline and the promotion of a positive, non-discriminatory relationship among students.
10. It is important that parents/guardians are aware that teaching may sometimes involve **physical contact** with the students to assist them with placement, as often it is hard for the student to implement corrections just with verbal instructions. By enrolling you therefore consent to the teachers of Newcastle Ballet Theatre having contact with your child in this regard.
11. Most teachers on our faculty are available for **private coaching** or choreography. Students must make arrangements well ahead of time and all private lesson fees must be paid to the teacher at the time of the lesson as this fee is not included in the term fee invoices. Please put private lesson money in a clearly marked envelope with the students name, teachers name, date of lesson and fee amount. Cancellations of private lessons must be made with reasonable notice.
12. A yearly **Administration fee** of \$35.00 per child or \$40.00 per family is payable on enrolment. **All term fees must be paid in advance** each term, by the end of week two, unless otherwise arranged with the principals. **For further information on the payment of fees - see our Terms & Conditions of Payment of Fees which is attached to the enrolment forms.**
13. **PHOTOS:** Students may be photographed or filmed by the media, or our resident photographer, and these photos may be used for promotion of the school and productions in the local papers, dance magazine, Webpage and Face Book page.. If you do not wish your child's photos to be used by Newcastle Ballet Theatre please advise on the Photo permission form attached to the enrolment forms. Please note that photos taken of groups and individual dancers may be displayed at the studio. **If you are watching class recording from mobile phones or any other photography is strictly prohibited.**
14. The studio office phone must not be used by students except in an emergency or with the permission of the secretary or principals.
15. Students are not permitted to be in the studio office unattended unless permission is given by an NBT staff member.
16. All staff and Teachers of Newcastle Ballet Theatre have a Working With Children certificate as required by relevant legislation
17. 17.1 Newcastle Ballet Theatre do not exclude or limit –
 - (a) the application of any provision of any statute (including the Trade Practices Act 1974) where to do so would contravene that statute or cause any part of this clause 17 to be void; or
 - (b) direct losses and damages which arise only as a result of Newcastle Ballet Theatre's gross negligence (which means where Newcastle Ballet Theatre commits an act or allows an omission to occur in reckless disregard the consequences of the act or omission).

17.2 Except where clause 17.1 applies, Newcastle Ballet Theatre excludes all statutory liability, tortious liability (including but not limited to liability in negligence), the general law or statute, liability for all direct, economic, consequential or indirect losses, expenses, damages and costs incurred by you, arising out of or relating to the attendance at class, including, but not limited to, liability for gross negligence and except to the extent of clause 17.1 (a), Newcastle Ballet Theatre is not responsible or liable for any indirect consequential or economic damages.

All care according to the "Code of Ethics of Dance Teachers" will be taken by Newcastle Ballet Theatre, but no responsibility for injury or loss to person or property 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 Newcastle Ballet Theatre.

- 18 Your child's enrolment into Newcastle Ballet Theatre is voluntary and participation in the class and the activities of ballet, Jazz and Contemporary dance involve numerous risks of injury, including but not limited to muscle strains, sprains and falls and you freely assume these risks for your child/ren as outlined in clause 17. By Signing the enrolment form you confirm that you have read all our Terms & Conditions and your acceptance of our terms, including release of liability of Newcastle Ballet Theatre and its Teachers, & staff for any and all injuries caused by participation in a class or the activities of ballet, Contemporary and Jazz dance whether or not such injury was caused by alleged negligence.

19. Should your child hurt him/herself, you consent to employees, of Newcastle Ballet Theatre to attend to your child whilst Newcastle Ballet Theatre wait for the parent/guardian to take over.

20. **PARKING:** All students/families must be respectful of our surrounding neighbours and leave quietly and promptly after class. We ask that you also please consider the other businesses in this lot, when parking, particularly during the week in business hours. **DO NOT** park in front of any driveways, or block the driveways coming in and out of the lot.