



CONDITIONS OF ENROLMENT

ENROLMENT FORM

An enrolment form must be filled out on our website before commencement of classes. New students to DLDC are entitled to a week of trial classes to place the student in the correct class for their ability and age group. Students & parents are to see the front desk for a debrief on the class. Following a new student's free trial classes, an enrolment form should be completed, and an invoice will then be generated & emailed out.

This invoice is to be paid for full before commencing classes in the 2nd week at DLDC.

PAYMENT OF FEES

Each year there are a total of 8 invoices, splitting the school/dance terms into 2 invoices.

Invoices are sent out by email, 7 days before the start of a new block and payments are due 7 days into the block, meaning a 14-day payment plan applies.

A late fee of \$18 is automatically applied should invoices fall 5 days overdue.

MISSED CLASSES

If you should miss a class for example through illness, school camps, school musicals, agency jobs, family holidays a "makeup" class can be offered. Missed DLDC classes for eisteddfod competitions, school, family commitments including holidays, or ANY other activities DO NOT get refunded or credited. Arrangements for these "makeup" classes must be made through admin@dldc.com.au and NOT through the teacher.

In Term 4 of dance there will be NO makeup classes available as our timetable changes to work towards our end of year concert and performances.

CANCELLATION OF CLASSES

DLDC reserves the right to cancel classes in emergencies without notice.

Of course, all attempts will be made to inform students of any impending cancellations.

CLASS CHANGES/CANCELLATION

Once enrolled, students are signed up for an entire school year. Any changes or cancellations to a dancers timetable, need to be communicated via email before the commencement of the following invoice block.

Please email admin@dldc.com.au AND accounts@dldc.com.au.

If a dancer doesn't attend a dance class, that they are enrolled in, until written confirmation has been received they are still enrolled and therefore the invoice will stand. No back pays, refunds or credits will be offered to those that do not follow these steps.

PRIVATE LESSONS

Private lessons may be arranged in any of the above classes. Contact admin@dldc.com.au regarding teachers and costs of private lessons. You will be directed from there on the procedure for booking and payment of these lessons.

LOST PROPERTY

All lost property is placed in plastic container and unclaimed clothing is given to charity at the end of each term. DLDC will not be held responsible for any property lost or left at the studio. Teachers will not accept responsibility for looking after property belonging to students e.g., watches and jewellery.

PARENT'S VIEWING

Parent's week for viewing classes will be in the final week of each school term of Term 1, 2 and 3. Spectators are asked to quietly sit in the classroom and watch the last class of term in progress. Spectators are not allowed in the classroom at other times, including rehearsals. Should you wish to speak with the teachers at any time, arrangements must be made via email. Parent's week may be cancelled at the discretion of the principal. Once you have entered the classroom, you are required to remain seated and silent (this includes other children). DLDC reserves the right to cancel viewing week without notice. No videoing or photos can be taken by parents during these classes to protect the privacy of other students, parents, and children in the classrooms.





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PUBLIC HOLIDAYS

Classes WILL continue running on all QLD Public Holidays, except Good Friday and Anzac Day each year. Classes WILL be as usual on all 'pupil free days' as scheduled by the Queensland Education Department. If you miss these classes on public holidays, the missed class rule applies, and an alternative 'make up' class can be assigned on request.

There will be no refunds or credits on classes missed by students on Public Holidays.

COLLECTION

Students must be collected from the front doors of DLDC promptly at the end of their class by the parent or approved carer from the door to the classroom. Young students will not be permitted to exit the building unaccompanied by their parent to make their way to a vehicle or to wait for pick up from the curb. It is therefore suggested parents park their vehicle and make their way to the front door on foot to pick up their student. It is suggested parents educate their students not to exit the building on their own or with unapproved carers at any time.

Should a parent be unable to pick up their student promptly at the end of class due to an unexpected emergency they must phone (not text) to speak with DLDC staff on one of the contact numbers, as soon as possible to inform DLDC of the alternative arrangements they have made to pick up their student.

DLDC trusts parents understand that this is in the interests of student safety.

Whilst DLDC takes precautions to protect students at all times, it does not accept any responsibility for students outside the student's class times.

FOOD & DRINK

All students must come to class bringing their correct dance wear, appropriate shoes for the style, a water bottle and a sweat towel. DLDC is unable to provide cups for all our dancers, so please send your dancer prepared each class. If your dancer has a long afternoon/evening of dance, we ask that you pack easy to eat snacks so your dancer has the energy required to do their best in class. No sharing of food or drink is allowed.

No food is to be consumed inside our the 3 studios. Food is restricted to Rec. Room at the rear.

All rubbish must be placed in bins provided. We ask you educate your dancer around food & drink policy to create the best environment for our dancers and staff.

SOCIAL MEDIA

Throughout the year DLDC staff may take photos and videos of students to share on our social media (Instagram, Facebook, Tik Tok) or on other marketing material, such as flyers, advertising in newspapers or magazines. Please email us if you are not comfortable with this. We will strive to follow your wishes.

Social media content is always displayed with pride and is posted to congratulate our students and their achievements. Students posting videos or photos from inside the studio is encouraged, however we do need to be mindful about posting our Eisteddfod routines. If you are unsure, please send a message to us to check. We encourage all dancers to tag DLDC in their posts, so we can reshare your post.

BEHAVIOUR

Children (students and visitors) are requested not to run or play loudly inside the building or in the car park.

DLDC takes no responsibility for the wellbeing of students or visitors who do not adhere to this rule.

No bad language or loud behaviour in and around the centre. Noise within the reception area to be kept to a minimum so that business can be conducted at the front desk without disruption.

DLDC has zero tolerance any disruptive or disrespectful behavior on the property or in classrooms.

Students that display this behaviour will be removed from class and no credits or refunds will be given out.

All equipment (chairs, stools, mats, windows, fans etc.) should be treated with respect and replaced to its proper position at the conclusion of class.

No one is allowed within any of the three studios unless accompanied by a staff member.

No chewing gum permitted on the premises.





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DANCE WEAR & GROOMING

All students must wear appropriate dance wear for each class. This is especially important for our teachers to correct and teach the dancers, by seeing their body, feet and arm positions.
Hair must be appropriate for the class and not a distraction to the student or the teacher.
The correct dance shoe for each style should be worn at all times during class.

CCTV FOOTAGE

CCTV cameras are operating with 24-hour surveillance, for the purposes of the building security only. All CCTV footage and imagery remains the sole property of DLDC.

By ticking that you agree to the conditions of enrolment, you have read and understood the Fee terms/payment conditions, including class makeups, public holidays, rescheduled classes, and cancellations.

INDEMNITY

I authorise DLDC to seek appropriate medical attention in the event that the participant is injured. I agree to indemnify and release DLDC and their teachers for costs in seeking medical attention for my child in 2023.
I agree to the above terms and conditions.

AGREEMENT: I have read and understood the above conditions of enrolment. I agree to be bound by these conditions. I understand that DLDC Pty Ltd reserves the right to take appropriate action to ensure its integrity.

