



SOUTH MELBOURNE & ARMADALE DANCE CENTRE

PO Box 3055, Prahran Vic 3181
Director/Principal – Ms Cass
Phone/Text: 0406.488.845
E: info@southmelbournearmadaledance.com

Our Vision
We strive to awaken in
each child a delight in
the magic of
performance

Enrolment Form 2017

South Melbourne OR Armadale Studio
(Please circle)

Please ensure that you print clearly – all boxes to be completed please

STUDENT INFORMATION

Name: Date of Birth: Age: 1/1/2017
Student resides at the address listed for..... (circle your choice)
Primary Carer / Secondary Carer / Other
SMDC Proposed Classes – Day/s Time/s

PARENT/GUARDIAN/PRIMARY CARER INFORMATION

Primary Carer Name: Mobile Phone:
Street Address: Suburb: Postcode:
Email Address:

STUDENT INFORMATION

Secondary Carer Name: Mobile Phone:
Street Address: (as above if the same) Suburb: Postcode:

Note: Only legally appointed guardians/parents/carer are able to drop off/collect students from class.

STUDENT MEDICAL INFORMATION

Please list any know illnesses and details of administration of medication where these may be relevant
to the student undertaking dance classes – see overleaf.
Family Doctor Name: Doctor Phone:

In the event of an emergency, I do hereby give permission to the representative of (South Melbourne & Armadale Dance Centre) SMDC to use her/his
discretion in determining the most appropriate course of action with regard to the best interests of the above named student.

SMDC will not be liable for any loss or injury incurred by the student while the student is attending class, or travelling to or from SMDC classes.

I/We understand and accept that our child/children dances at her/his/their own risk and that Tinyfeet Dance, SMDC (South Melbourne & Armadale Dance
Centre) accepts no liability for injury or loss to her/him/them under any circumstances.

I have read, understand and agree to the conditions set out in the SMDC "Guidelines".

Signature of:

Primary Carer: Secondary Carer:

Printed Name of:

Primary Carer: Secondary Carer:

Date: (Tick – Paid Annual Insurance/License Levy)

Note: Children may not start/attend class unless SMDC has received this fully completed enrolment form, signed by both parents and page 2 completed on a hard copy.

PTO....

# Terms & Conditions

## Students of SMDC are expected to:

- Attend classes regularly
- Attend all classes leading up to an examination, competition or performance
- Behave in a manner appropriate to a group learning environment
- Show respect toward the teachers and other members of the group
- Arrive before the start time for class
- Be dressed in school uniform ready at the commencement of class
- Wear the correct school uniform
- Be neatly groomed with shoulder length or longer hair tied back in a ponytail or ballet bun
- Jewellery should not be worn at class, concerts, performances or exams
- Mobile phones are to be switched off while class is in progress and left in the student's dance bag.

## Fee Payments:

- Must follow the FEE STRUCTURE as set out by SMDC accounts.
- Can be paid by EFT, cash or cheque. Cheques can be posted to our PO address or cash / cheques can be handed into class in a clearly marked sealed envelope.
- "Early Bird" discounts apply until the last day before the commencement of the next term ONLY.
- Standard Class Fees must be received by the school by week 3 of the current term.
- Parents need to accept that their child will be asked to leave the class if fees are not paid according to SMDC fee structure.
- Accept that SMDC will recover unpaid fees via a debt collector and/or VCAT.

## Students are not permitted to leave the studio without:

- A parent or carer
- Permission of a parent or carer, or
- The knowledge of a representative of SMDC.
- If another person is collecting a student in place of a carer, advice must be given to the representative of SMDC at the commencement of class.

## Medical Conditions:

- Illness includes child obesity and anorexia according to the Royal Children's Hospital guidelines.
- Children diagnosed with ADD must register this with the school to ensure an individual program can be put in place.
- Children with special needs are welcome however a 'helper teacher' may be required for that child at an extra cost to the parent.

## Viewing of classes is restricted to:

- A new student's first class
- Open days were listed
- Prospective students (prior arrangements must be made with the class teacher)

## Parents please:

- Text/email the school to arrange an appointment to discuss any issues that may arise, rather than approach the teacher during class time.
- Collect students promptly at the end of class.
- Smoking is not permitted in or around the studios.

**Enrolment is confirmed upon the return of the completed/signed (hard copy – pages 1 and 2) "Enrolment Form" and correct fee payment.**

# Parental Permission Form

From time to time, SMDC (South Melbourne & Armadale Dance Centre) has the opportunity to participate in local festivals and events, hosts it's own event such as concerts and soirees and may accept invitations to be involved in activities that are appropriate and beneficial to the children in their growth as dancers.

At times SMDC would like to include photographs of students in it's own publication to parents and general promotional material and website for the lifetime of the school, South Melbourne & Armadale Dance Centre.

This form gives permission for the appropriate use of my child's photograph, should it be chosen by SMDC.

Name of Student: .....

Signature of Parent or Guardian : .....

Date: .....