



ADVC Group Classes - Terms & Conditions - 2025

By enrolling in group classes with ADVC, you agree to the following terms and conditions:

1. Responsibilities of the Parent & Student

a. Attendance Notification:

- Parents must notify the instructor if the student is unable to attend class for any reason by calling or texting Alana at 0467 964 676 or emailing info@advc.com.au.
- **No make-up lessons** will be offered for any missed group classes.
- **No refunds** will be given for missed classes.

b. Punctuality:

- Students are expected to arrive on time for all lessons. Lessons will end at the scheduled time, regardless of the student's arrival time.

c. Payment Policy:

- **Invoices** will be sent out at the start of each term, outlining the fees for the term, including group class fees, costume hire, and any other applicable charges.
- Full payment of all fees is due by the specified date, as indicated on the invoice.
- **Late Payments:** A **\$10 late fee** will apply for any overdue payments each week.
- Payments can be made via the methods outlined on the invoice. Please ensure that payments are made on time to avoid any additional charges.

d. Registration and Fees:

- Your spot in class is secured only when the registration form is returned along with your registration fee, before the commencement of Term 1, 2025. If you decide not to proceed with classes after registration, your fee will be forfeited.

e. Other conditions:

All individuals participating in ADVC activities, including non-paying persons, guests invitees and spectators (hereinafter "Participant"), including but not limited to a group class, private

lesson, concert, eisteddfod, competition, rehearsal, or similar or associated activities, understand, acknowledge and agree that:

1. Participation is entirely at the participant's own risk.
2. The Participant has relied on their own enquiries as to whether participation in ADVC activities is safe or suitable for them and ADVC makes no warranties or representations in respect thereof.
3. ADVC has no knowledge of the Participant's personal circumstances.
4. ADVC holds no responsibility or liability for:
 - Loss, theft, damage, injury, sickness, or ill-health
 - Incidents affecting the participant's property or person
 - Occurrences before, during, or after any class

Regardless of how such incidents may occur

5. ADVC is not responsible for any damages or injuries to other parties resulting from a participant's conduct before, during, or after a class.
6. By participating, the Participant agrees fully indemnifies ADVC against any damage, loss, claim or liability arising from points 2 and 3 above.

2. Responsibilities of Instructors

a. Instructor Cancellations:

- If an instructor needs to cancel a pre-paid lesson, the tuition will be applied to a future lesson. **Refunds are not available.**

b. Lesson Start Time:

- Instructors will begin lessons at their scheduled time.
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3. What to Bring to Class

- **Folder** – Sheet music, lyrics, or scripts for class activities.
 - **Water Bottle** – Stay hydrated during your lesson.
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4. What to Do Between Lessons

- **Practice** – Students should divide their time equally between warm-ups and working on their repertoire or script work.
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5. Group Class Uniforms

To maintain a professional appearance in class, the following uniform policy applies:

- **Black ADVC T-shirts/Jumper or White Old Skool T-shirts**
- **Black bottoms** (leggings, pants, skirts, or shorts of any kind)
- **Jazz shoes** are required for all **Musical Theatre and Dance** classes.

Please ensure your child comes prepared in the correct attire to participate fully in class activities.

6. Parent Observation Policy

- **Parents, Guardians or Siblings are not permitted to observe group lessons.**
 - This policy is in place to enable teachers and students to establish a strong rapport and create a focused learning environment free from distractions.
 - Parents are welcome to communicate with the instructor before or after the lesson to discuss progress or concerns.
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7. Photography and Video Consent Terms

By enrolling at ADVC, you consent to the use of photographs and video recordings taken during classes, performances, or events for ADVC's promotional purposes. This includes, but is not limited to, use on the ADVC website, social media platforms, and other marketing materials.

If you do not wish for your child to be included in photographs or video recordings for promotional purposes, please notify us in writing at the time of enrollment or at any point during the year. We will make reasonable efforts to honor your request.

8. Concert Participation

At ADVC, we hold **two concerts per year** to showcase our students' progress and talents. While **concert participation is not compulsory**, we strongly encourage every student to take part.

Performing in the concert allows students to apply what they've learned in class to the stage, helping them build confidence, improve their performance skills, and experience the excitement of being part of a live show.

Key points about concert participation:

- **Concerts are not mandatory**, but we highly recommend participation.

- **Rehearsals** for the concert are essential, and students should attend all scheduled rehearsals leading up to the event.
 - Participation in the concert is a great opportunity for students to grow as performers and showcase their hard work.
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9. Additional Fees

In addition to regular term fees, there are some additional costs associated with performances and extra rehearsals:

a. Costume Hire Fees:

- A **\$45 costume hire fee** is charged for each class the student participates in for both the **Mid-Year** and **End-of-Year concerts**.
- This fee covers **costume cleaning, steaming, bagging, labelling, and preparation** for the concert day.

b. Extra Rehearsal Fees:

- Any extra rehearsals outside of regular class times will incur a fee of **\$20 per hour**. These rehearsals may be scheduled in preparation for the concert or other events.

We strive to keep all additional costs transparent and manageable, ensuring that every student has a professional experience while preparing for their performances.

ADVC Behavioural Policy

At ADVC, we value and expect respect and kindness from all students to maintain our positive and supportive environment. We are committed to ensuring that ADVC is a safe space for all students and teachers and an environment where everyone can learn effectively.

Three Warning System

ADVC employs a 'three warnings' system for disruptive or inappropriate behaviour. These warnings can be given verbally or in writing to students who are not displaying safe, kind, and respectful behaviour. Teachers will explain what behaviour is inappropriate and what the expected behaviour is.

- **First Warning:** The student is informed about their inappropriate behaviour and given guidance on expected behaviour. Parents or caretakers are informed of the situation.
- **Second Warning:** The student is reminded of the previous warning and given another chance to correct their behaviour. Parents or caretakers are informed of the situation.
- **Third Warning:** The student is reminded that this is the final warning and given another chance to correct their behaviour. Parents or caretakers are informed of the situation.

- **Result after Third Warning:** Students will be asked to leave the school. Any remaining lessons will be refunded.

Hands Off Policy

ADVC has a 'Hands off' rule to preserve the dignity, safety and well-being of all members of our community. This is one of the most important safety rules for students to keep in mind concerning student behaviour. It requires that students keep their hands off others and the property of others. Appropriate physical greetings are not included in this rule.

ADVC does not and will not condone violence for any reason, both instigation and retaliation will not be tolerated.

The following forms of behaviour are examples of breaches of the 'Hands off' rule:

- Deliberately tripping, pushing, shouldering, shoving or grabbing other students.
- Fighting, punching, slapping, kicking and wrestling.
- Throwing or flicking objects during class time.
- Rumbling (either aggressively or in play)
- Any other physical action that compromises the dignity or safety of others.

Suspension of Enrolment

The studio reserves the right to suspend enrolments under the following conditions:

- **Repeated Disruptive Behaviour:** If a student continues to display disruptive or inappropriate behaviour despite warnings and meetings with parents/guardians.
- **Inadequate Learning Environment:** If the studio cannot provide an adequate learning environment or program for the student.
- **Abuse or Bullying:** Any form of physical or verbal abuse towards staff or students, including bullying onsite or through social media, by a parent or child.

Group Class Expectations

- **Respect and Listening:** Students must show respect to their teachers and peers and follow instructions. Disparaging and critical comments towards staff will not be tolerated.
- **Positive Environment:** Students should strive to create a happy and positive environment for their peers in the classroom.
- **Preparation:** Students should practice the content learned in class each week to prepare adequately for performances and concerts.
- **Commitment:** Students should be committed to giving 100% effort in class and during performances.

By following these guidelines, we can ensure that ADVC remains a nurturing and effective learning environment for all.

By enrolling in ADV C Group Classes, parents and students agree to adhere to these terms and conditions.

Thank you for your cooperation!