



## **Terms and Conditions**

2022 - 2023

Intune Dance and Movement Ltd.

Registered in England and Wales. No: 11465833

Registered Office: 3.11 Hollinwood Business Centre, Albert Street, Hollinwood, OL8 3QL

This section sets out the Terms and Conditions by which Intune Dance and Movement Ltd agrees to provide products and services. By participating in our classes, you are agreeing to these Terms and Conditions. It is your responsibility to familiarise yourself with them before you or your child participates in an activity with us.

We reserve the right to modify, cancel or amend to these Terms and Conditions and upon doing so shall provide you with notification that there has been a change. The current Terms and Conditions always appear on our website. On purchase of any product or service, the most recent Terms and Conditions shall apply.

## **Classes for Children**

### TRIAL LESSONS

- Intune Dance and Movement Ltd offers a two week trial at a discounted rate, providing there is availability in the class.
- Full payment must be received before the trial.
- Parents and guardians must provide correct and up to date contact information and health details as requested.
- If a child is unable to take part in the trial, further free trial lessons may be arranged at our discretion.

### FEES AND PAYMENT

- After the trial period, and upon agreement that a pupil wishes to continue classes with Intune Dance and Movement Ltd, a direct debit will be set up to collect monthly payments.
- Payment for children's classes is by monthly subscription. Payment is spread over 11 months and is paid by direct debit on the 1st of the month. No payments are taken in the month of August
- Subscriptions can be cancelled at any time by contacting us at [info@intunedance.co.uk](mailto:info@intunedance.co.uk) or via your bank.
- If a pupil enrolls after the start of the month a pro-rata charge will apply for the first month.
- Refunds will not be able to be issued if notice is given part way through the month.
- Payments cannot be made by any other means unless agreed with the Principal.
- We reserve the right to suspend participation in lessons until any overdue or failed payments have been received.

### REFUNDS

- Refunds may be issued in the event of cancelled classes or long term absence through injury or illness.
- Refunds cannot be issued for absences (including self isolation) holidays, school trips, school exams or short term sickness or injury. Instead the pupil may be offered the

opportunity to attend another class to make up for the missed lesson or to access online recorded content.

#### CANCELLATION OF CLASSES

- Occasionally it is necessary to cancel, change the venue of a class, or postpone to a later date. Where this occurs Intune Dance and Movement Ltd will notify parents and guardians by email, text, phone, website and social media.
- We reserve the right to cancel any classes anytime up to and including the date the class starts. Should this occur we will endeavour to give you as much notice as possible and the lesson either rescheduled or the cost of the lesson refunded.
- Refunds will not be issued in the event of classes being cancelled due to inclement weather or national lockdown restrictions. Where possible lessons will run online instead.

#### ONLINE CLASSES/WORKSHOPS

- Before taking part in an online class/workshop with us all parents and guardians of pupils must ensure:
  - There is a minimum of 2mSq of floor space and a minimum 2 metre clearance from floor to ceiling per pupil in the room upon which they are undertaking the class/workshop.
  - There is no glass, china or other breakable material that may lead to injury in the room in which they are undertaking the class/workshop for the duration of the dance/exercise.
  - If they are unable to follow the teacher's instructions they should cease the class/workshop immediately until it is possible to ask the teacher for further guidance.
  - Any pupil aged under 16 year of age must have an appropriate adult (parent/carer aged 18+) present in the room at the same time.
  - There is no more than a maximum of two participants undertaking the class/workshop in the room at any one time (or two participants plus one supervising adult)
- Refunds cannot not be issued for technical difficulties experienced outside of our control.

#### HEALTH AND INJURY

- Pupils participate in lessons at their own risk and parents and guardians are obliged to inform Intune Dance and Movement Ltd of any existing injuries or medical conditions. Intune Dance and Movement Ltd must be notified immediately of any changes by the parents or guardians of the pupil.
- Pupils must wear suitable footwear and clothing at all times, including Intune Dance and Movement Ltd uniform where applicable.
- If a pupil is unwell or has an accident requiring emergency treatment, first aid treatment will be administered by the nominated first aider at Intune Dance and Movement Ltd. The emergency contacts will be contacted via the contact details provided by the participant. Contact numbers must always be contactable whilst the pupil is attending the activity.

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- The administering of any complex medications (eg epipens) must be discussed between the and the pupil's parent or guardian and the Principal.
- Parents and guardians are responsible for ensuring that the emergency contact details on Intune Dance and Movement Ltd records are up to date at all times.

## SCHOOL RULES

- Intune Dance and Movement Ltd rules are available on our [website](#).
- Failure to observe these rules may result in pupils being asked to withdraw from lessons with Intune Dance and Movement Ltd.
- No refund will be given if the school rules have been broken.

## PERSONAL PROPERTY

- Pupils are obliged to take care of their own belongings.
- Intune Dance and Movement Ltd cannot accept liability for lost or damaged belongings.

## PERMISSIONS (PHYSICAL CONTACT AND PHOTOGRAPHY)

- Physical contact may be necessary by members of the teaching faculty to assist a pupil's dance development. If you have any concerns regarding this matter please contact us.
- Photographs and video footage of participants taken by staff members of Intune Dance and Movement Ltd may be used on our website and social media platforms for publicity purposes. Permission for images to be used will be requested before a pupil enrolls in classes.

## USE OF PERSONAL DATA

- Intune Dance and Movement Ltd holds information about our customers to enable us to carry out our business as an educational organisation. Further information can be found in our Privacy and Data Protection Policy
- Intune Dance and Movement Ltd will not disclose personal information to third parties unless required to do so for duties such as examinations entries or to support NHS test and trace. Parents and guardians will be conducted where such a scenario occurs.

## **Classes for Adults**

### FEES AND PAYMENT

- Payment for our adult classes and class is required before participating in the class.
- All payments must be made online unless discussed with the Principal.

### REFUNDS

- A refund or transfer of booking to a different date will be made if 24 hours notice of non attendance is given.

## CANCELLATION OF CLASSES

- Occasionally it is necessary to cancel, change the venue of a class, or postpone it to a later date. Where this occurs Intune Dance and Movement Ltd will notify participants by email, text, phone, website and social media.
- We reserve the right to cancel any classes anytime up to and including the date the class starts. Should this occur we will endeavour to give as much notice as possible and a refund will be issued or the booking will be transferred to another agreed date.

## ONLINE CLASSES/WORKSHOPS

- Before taking part in an online class/workshop with us all participants must ensure:
  - There is a minimum of 2mSq of floor space and a minimum 2 metre clearance from floor to ceiling per participant in the room upon which they are undertaking the class/workshop.
  - There is no glass, china or other breakable material that may lead to injury in the room in which they are undertaking the class/workshop for the duration of the dance/exercise.
  - If they are unable to follow the teacher's instructions they should cease the class/workshop immediately until it is possible to ask the instructor for further guidance.
  - There is no more than a maximum of two participants undertaking the class/workshop in the room at any one time (or two participants plus one supervising adult)
- Refunds cannot be issued for technical difficulties experienced by participants outside of our control.

## HEALTH AND INJURY

- Participants participate in lessons at their own risk and are obliged to inform Intune Dance and Movement Ltd of any existing injuries or medical conditions prior to commencing the class. Intune Dance and Movement Ltd must be notified immediately of any changes.
- Participants must wear suitable footwear and clothing at all times.
- If a participant is unwell or has an accident requiring emergency treatment, first aid treatment will be administered by the nominated first aider at Intune Dance and Movement Ltd. The emergency contacts will be contacted via the contact details provided by the participant. Contact numbers must always be contactable whilst the participant is attending the activity.
- The administering of any medication must be discussed between participant and the Principal. All agreements will be recorded in writing and signed by both parties.
- Participants are responsible for ensuring that the emergency contact details on Intune Dance and Movement Ltd records are up to date at all times.

## SCHOOL RULES

- Intune Dance and Movement Ltd school rules are available on our website
- Failure to observe these rules may result in participants being asked to withdraw from classes with Intune Dance and Movement Ltd.
- No refund will be given if the school rules have been broken.

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