



## **WEST END STAGE STARS**

### **TERMS & CONDITIONS**

*Last Updated 10/04/21*

1. These terms and conditions apply to West End Stage Stars workshop and WESS Weekly classes provided to children, registered by and consented to by the parent/guardian (referred to hereinafter as “student”).
2. Workshops can be paid in full at the time of booking or by paying a non refundable deposit of £25, the remainder of which must be paid on/prior to the first day of the workshop.
3. A non refundable deposit of £25 is required for all workshop bookings.
4. Payments can be made by cash or BACS only (student name as reference).
5. Any workshop cancellations must be made 7 working days prior to the workshop in order to receive a refund (excludes deposit). Any cancellations made after this date with not be entitled to a refund. In the event of a medical emergency/other emergency that falls after the deadline exceptions may be made at the discretion of Principal Laura Ellis.
6. WESS Weekly classes and private singing lessons must be paid in full at the start of each term or after *FREE* trial lesson (excludes private singing lessons). Terms will always consist of 12 weeks unless stated otherwise and must be paid by cash or BACS only, you will not be rein-bused should you miss a class.
7. West End Stage Stars require 6 weeks notice should you wish to cancel your WESS Weekly classes/private singing lessons.
8. Children must bring plenty to drink to all classes/workshops.
9. West End Stage Stars reserves the right to make changes to their teaching faculty.
10. West End Stage Stars reserves the right to exclude children from participating in lessons at their discretion.
11. West End Stage Stars reserves the right to cancel workshops/classes in the event of unforeseen circumstances.

12. West End Stage Stars reserves the right to renew fees.
13. In the event of a national lockdown due to Covid-19 or any other unforeseen event which prevents the running of classes at the hall classes will immediately revert online via the platform zoom. No refunds will be made.
14. In the event of a national lockdown WESS reserves the right to amend the timetable via zoom.
15. Parents/guardians are NOT permitted to record any online classes.
16. Students participate at their own risk and parents/guardians are required to inform West End Stage Stars of any injuries/medical conditions the student may have.
17. Students are responsible for their own belongings.
18. Students must wear sensible clothing and footwear (closed toe) at all times.
19. If a student falls unwell or has an accident which requires medical attention the parent/ guardian will be contacted via the contact number provided by the parent/ guardian, this number must always be reachable during West End Stage Stars hours of activity.
20. Parents/guardians are solely responsible in ensuring their contact details are up to date.
21. In the event of an emergency trained West End Stage Stars staff will administer first aid, if you do not consent to your child/children receiving first aid treatment please put this in writing to [info@westendstagestars.com](mailto:info@westendstagestars.com)
22. The liability of West End Stage Stars and that of it's staff is restricted to workshop/ class hours only and then only to gross negligence.
23. In the event of a natural disaster of which West End Stage Stars have no control payments can not be refunded and compensation can not be made.
24. By agreeing to these terms and conditions parents/guardian give full consent for West End Stage Stars to take photo/video footage of the students at any time for the sole purpose of marketing material and social media (facebook, instagram, twitter, youtube and website).
25. If the parent/guardian do not give consent to the above (point 24) they must put this in writing to [info@westendstagestars.com](mailto:info@westendstagestars.com)
26. Any personal information provided to West End Stage Stars shall be "processed" (as such terms in the Data Protection Act 1998) by West End Stage Stars for the purpose of administration, research, the provision of teaching services in singing, dance and drama, the organisation of performances and for the administration of West End Stage Stars obligations under legislation relating to children. West End

Stage Stars will not disclose this information to third parties for marketing purposes. West End Stage Stars itself may use this information for marketing purposes regarding future workshop/classes. If you do not wish to be notified of future workshops/classes please put this in writing to [info@westendstagestars.com](mailto:info@westendstagestars.com)

27. By submitting an application form to West End Stage Stars you are deemed to consent to the use of such personal data for the above purposes no personal data will be shared with any third party and all personal data will be removed from the system if you have not attended West End Stage Stars in 3 years.