



Principal, Senta Renton, 25 Medway Drive, Farnborough, Hants, GU14 9LT  
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## STUDENT REGISTRATION FORM

### **Student Personal Details**

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_ Male / Female (delete as appropriate)

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

### **Parent/Guardian Details**

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Postcode: \_\_\_\_\_

Tel. (Home): \_\_\_\_\_ Tel. (Mobile): \_\_\_\_\_ Tel. (Work): \_\_\_\_\_

Email: \_\_\_\_\_

### **Medical Information**

Name and address of student's doctor: \_\_\_\_\_

Tel.: \_\_\_\_\_

Does the student have any history of the following? (delete as appropriate)

Asthma or bronchitis	Yes	No	Allergies to any known medication	Yes	No
Heart condition	Yes	No	Other allergies (food, animal, plasters)	Yes	No
Fits, fainting or blackouts	Yes	No	Other illness, disability or special needs	Yes	No
Severe headaches	Yes	No	Regular medication	Yes	No
Diabetes	Yes	No	Require use of or carry an EpiPen	Yes	No

If answering yes to any of the above, please provide further details: \_\_\_\_\_

Please tick to indicate consent for the student to receive necessary medication/first aid at the studio:

I give permission for administering of non-prescription pain relief if required (paracetamol/ibuprofen)

I give permission for staff to administer basic first aid where required

I agree to notify the studio of any new medical condition

# TERMS AND CONDITIONS

## 1. **Fees and Payment**

### 1.1. **Class Fees**

- 1.1.1. Invoices for class fees will be issued at the start of each term.
- 1.1.2. Invoices are due for payment within 14 days of issue.
- 1.1.3. Payments can be made by cash, cheque (payable to Renton Dance Studio) or bank transfer.
- 1.1.4. Overdue fees remaining unpaid at the end of term are subject to an interest charge of 5%.
- 1.1.5. The Renton Dance Studio reserves the right to refuse classes where fees have not been paid.

### 1.2. **Festival and Examination Fees**

- 1.2.1. Charges for Festival Entries and Examinations will be issued as soon as practicable after the school is notified of costs.
- 1.2.2. Charges are due for payment within 14 days of issue.
- 1.2.3. Payments can be made by cash, cheque (payable to Renton Dance Studio) or bank transfer.
- 1.2.4. The Renton Dance Studio reserves the right to refuse entry to Festivals or Examinations where fees have not been paid.

### 1.3. **Rehearsal Sessions**

- 1.3.1. Fees for festival or exam rehearsals should be paid on the day of the rehearsal.
- 1.3.2. Payments can be made by cash or cheque.
- 1.3.3. Payments should be placed in an envelope with the student's name written clearly on the outside and handed to the teacher or choreographer leading the session.

### 1.4. **Private Choreographic Sessions**

- 1.4.1. Fees for private lessons should be paid to the teacher or choreographer at the time of the session.
- 1.4.2. The teacher or choreographer will pay hall hire charges to The Renton Dance Studio
- 1.4.3. The Renton Dance Studio is not responsible for resolving dispute over payment for private choreographic sessions.

## 2. **Cancellation and Termination**

- 2.1. A notice period of one full term (or payment in lieu) is required upon cancellation/leaving.
- 2.2. All fees and outstanding payments must be settled prior to the last day of term.
- 2.3. Overdue fees remaining unpaid after the end of term are subject to an interest charge of 5%.
- 2.4. The Renton Dance Studio reserves the right to pursue delinquent accounts through recognised debt collection methods including County Court proceedings.

## 3. **Cancellation of Classes**

- 3.1. Where it becomes necessary to cancel classes, The Renton Dance Studio will endeavour to provide as much notice as possible.
- 3.2. Communications may be sent via text or other messaging services, email or via the closed Renton Dance Studio Facebook Group.

## 4. **Renton Dance Studio Liabilities**

- 4.1. The Renton Dance Studio accepts no responsibility for loss or damage to any personal possessions while attending the studio.
- 4.2. The Renton Dance Studio accepts no responsibility for loss or damage to vehicles parked in the car park or surrounding areas.
- 4.3. Students and parents are reminded to park only in designated parking spaces and are liable for any infringement notices for vehicles incorrectly parked.
- 4.4. The Renton dance studio accepts no responsibility for death or personal injury to any child attending class, with the exception of such injury being caused by negligence or default of any member of our staff or any other default on our part.
- 4.5. The Renton dance studio accepts no responsibility for any loss or expense due to circumstances beyond our control including, fire, adverse weather or acts of God.
- 4.6. Teachers and choreographers assume responsibility for students only while attending class and accept no responsibility for students left alone outside class time.
- 4.7. The Renton Dance Studio holds comprehensive Public Liability Insurance for activities conducted within the studio.

## 5. **Parent/Guardian Responsibilities**

- 5.1. Registering a student for classes at The Renton Dance Studio is deemed as acceptance of these Terms and Conditions.
- 5.2. Parents and/or guardians are responsible for notifying The Renton Dance Studio of any injury or illness that may affect a dancer's ability or safety when attending classes.
- 5.3. Parents and/or guardians are responsible for ensuring The Renton Dance Studio hold up to date contact information, including emergency contacts and must inform the studio in writing if contact information changes.
- 5.4. Parents and/or guardians are responsible for staying up to date with changes in class times by frequently checking information published on the website or closed Facebook group.
- 5.5. Parents and/or guardians are responsible for ensuring adherence to terms and conditions and The Renton Dance Studio reserves the right to restrict access to classes where it has been deemed a breach of these terms has occurred.

**Class Information**

Please tick all classes the student is applying for and indicate current grade where appropriate:

Ballet	<input type="checkbox"/>	Grade: _____	Hip-Hop	<input type="checkbox"/>
Tap	<input type="checkbox"/>	Grade: _____	Street	<input type="checkbox"/>
Modern	<input type="checkbox"/>	Grade: _____	Commercial	<input type="checkbox"/>
Contemporary	<input type="checkbox"/>		Acro	<input type="checkbox"/>
Jazz	<input type="checkbox"/>		Conditioning	<input type="checkbox"/>
Musical Theatre (Dance)	<input type="checkbox"/>		Mothers and Toddlers	<input type="checkbox"/>

**Photography and Videography**

Please tick to indicate consent for photographic and video content to be used (\*delete as appropriate):

I give permission for photos/video* to be used within the studio for display purposes	<input type="checkbox"/>
I give permission for photos to be used to be used within printed publications	<input type="checkbox"/>
I give permission for photos/videos* to be used to be used on the studio website	<input type="checkbox"/>
I give permission for photos/video* to be used on the studio social media pages (closed groups)	<input type="checkbox"/>
I give permission for photos/video* to be used on the studio social media pages (public pages)	<input type="checkbox"/>

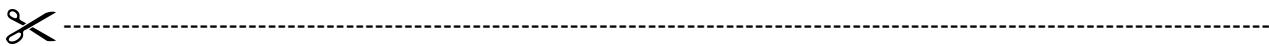
**Terms and Conditions**

- A Registration fee of £20 for each new student must be enclosed with this form.
- An invoice will be issued at the start of each term and are due for payment within 14 days.
- Overdue fees remaining unpaid at the end of term are subject to an interest charge of up to 5%.
- Renton Dance Studio reserves the right to refuse classes where fees have not been paid.
- A notice period of one full term (or payment in lieu) is required upon cancellation/leaving.
- Payments can be made by cash, cheque (payable to Renton Dance Studio) or bank transfer.

I agree to the Terms and Conditions as detailed above:

Signed (Parent/Guardian): \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



**Parent/Guardian Copy**

I agree to the full Terms and Conditions as set out on the Student Registration Form

Signed (Parent/Guardian): \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signed (Renton Dance Studio): \_\_\_\_\_ Print Name: \_\_\_\_\_

Date: \_\_\_\_\_