

ENROLMENT FORM

All fields are required to be filled out by a parent/guardian in legible handwriting.

STUDENT DETAILS

Name: _____ D.O.B: _____

Email Address (If applicable): _____

Postal Address: _____

PARENT / GUARDIAN DETAILS

Name: _____

Occupation: _____

Email Address: _____

Postal Address: _____

Contact Number: _____ Social tag: _____

Please tick preferred point of contact: EMAIL POSTAL SMS

EMERGENCY INFORMATION

Emergency Contact: _____

Contact Number: _____

Do you/your child have any medical conditions, allergies or injuries we should be aware of? (EG - Nut allergies, Back Injuries etc)

In light of new government health policies, we are legally unable to administer first aid without parental consent. In the event of an accident, would you like your child to receive first aid?

Please Tick the Appropriate box: YES NO

Parent / Guardian

Name: _____

Signature: _____

CLASSES YOU WISH TO ENROL IN

DAY	TIME	CLASS
<i>EG: Tuesday</i>	<i>6:00-7:00pm</i>	<i>7-8y Hip Hop</i>

PAYMENT METHOD – CASH, EFTPOS OR DIRECT DEBIT

- **OPTION 1: Full Payment** of the term at the time of enrolment **prior** to any class taken.
- **OPTION 3: Casual Payment** - \$12 per half hour, \$17 per 45 mins, \$20 per hour , \$28.50 per 1.5 hours
- **OPTION 4: \$695.00 STAR PACKAGE** - up to 6 classes per child, per term. Full payment required **prior** to any classes taken. ** Any cancelled classes will be taken off the total cost of all classes, not the star package discounted price** Hip Hop Masterclass is NOT included in the star package**

NOTE: Payments settled with option 1 will receive the discounted rate of \$15.25 per class. Payment must be settled in full in order for the student to participate. ** ALL PRICES ARE GST INCLUSIVE**

TERMS AND CONDITIONS FOR PAYMENT AND ENROLMENT AT THE LAB PERFORMING ARTS

1. Payment option must be selected prior to the commencement of the student's first payable class. This means either full invoice prior to the commencement of classes, or a casual (pay week-to-week) prior to the commencement of each weekly class. **FAILURE TO PAY IN FULL BY WEEK PRIOR TO YOUR CHILDS FIRST CLASS WILL RESULT IN THE CEASING OF CLASSES AND WITHDRAWAL OF ENROLMENT.**
2. Parents are responsible for updating their child's enrolment form when contact details have changed, or if enrolled students/parents guardians are not receiving required information; including invoices and emails.
3. We have a strictly no refund policy to enrolment or term fee's due to 'change of mind'. For financial hardships, or personal reasons please contact the team.
4. If you wish to drop a class or cease enrolment it is your responsibility to inform The LAB. 4 weeks notice and payment for the remainder of the term is required; whether the student attends class or not.
5. The price of \$15.25 is based on a full term payment. Please note; Any absence adjustments to invoices will be subject to the casual rate.
6. All scheduled classes paid for within the STAR PACKAGE are NON-REFUNDABLE. Special circumstances may be credited onto your next bill.
7. All fees that have not been paid in full by the end of week 2 will incur a \$20.00+GST late fee for every week onward until they have been finalised.
8. Should Covid19 lockdowns affect classes, it is at The LAB's discretion whether accounts will freeze till classes resume, or whether they will be moved to an online platform.
9. Students are not permitted to pick up extra classes throughout the year without formally enrolling in them.
10. Students are required to have the correct footwear and uniform within 2 weeks of enrolment.
11. The end of year concert is compulsory for all enrolled students. The LAB must be notified by Week 1, Term 4, whether students will be absent. The LAB will not take responsibility for costume fee's after this date.
12. To preserve the intellectual property of our creative teachers, all choreography taught at The LAB Performing Arts, by teachers and contract teachers remains the property of The Lab Performing Arts- and may not be used under any circumstance without permission.
13. There is a **ZERO TOLERANCE TO BULLYING**. Students who are found to be bullying either (in person or cyber) will be asked to leave The Lab Performing Arts.
14. Students are expected to be respectful of the classes that are running before and after their class. This means maintaining mature and respectful behavior.
15. Clean up after yourself! There are bins located in the bathroom, waiting area and lobby.
16. Students are required to arrive to their class on time. For safety reasons, if a student misses their warmup they will be unable to participate in that class.
17. Students are to eat only in the waiting area. There is absolutely no eating or drinking in the studios. Water bottles are permitted.
18. We strongly advise that all students, particularly babies and young students, go to the toilet prior to the commencement of their lesson.
19. Students are not to lean on, or touch studio mirrors.
20. Students are not to hang or swing from Barres.
21. Any breakages or destruction of property to The Lab pa is to be replaced/ damages paid for in full by the person at fault.
22. All teaching tools, props, visual aids and sound equipment should not be used without the permission of the teacher/staff.
23. Parents and siblings are not permitted to sit in the studio while classes are in progress.
24. Students are expected to take pride in their appearance, to be polite and courteous to teachers and peers at all times.
25. Last minute cancellation/plans do not relinquish concert fees or costume fees. You have until Week 1 term 4 to cancel. All enrolled students will pay a \$30 concert rehearsal fee (3 x \$10 rehearsals) for TLPA's end of year concert.

26. Enrolled students are entitled to trial 1 other class for free. Please see staff at the front desk to organize your trial class
27. Concert involvement requires full payment of costumes. Last minute cancellation does not forfeit your costume fees. All students keep their costumes once paid in full.
28. TLPA takes responsibility for enrolled students only during their respective classes.

ACCEPTANCE OF TERMS AND CONDITIONS

I have read the Payment and Enrolment Terms and Conditions, and agree to abide by them for the entirety of my time enrolled at The Lab Performing Arts. I give permission for my child to be photographed and video for The Lab's promotional purposes – EG; Concert DVD & In class photographs.

Student Name: _____

Student Signature: _____

Parent Name: _____

Parent Signature: _____

Date: _____

ENROLMENT FEE

An enrolment fee of \$25.00 is to be paid per student to cover administration, mailing, and music licensing costs each year. A family registration fee of \$50.00 for 2 & \$65.00 for 3 or more family members can only be used when enrolling 2 or more children/students at the same time. These prices are inclusive of GST. This is to be paid prior to commencement of your/your child's first lesson. Please bring this fee to registration day to secure your place in a class.