



Terms and Conditions

Registration and Payment

- All students must complete the registration process before attending classes.
- A \$50 registration fee per student is payable at enrolment. This is a **once-off annual fee** and is **non-refundable**.
- **Tuition Fees:**
 - Full term fees are due by the end of **Week 2** of each term unless a payment plan is in place.
 - Payment plans must be arranged prior to the start of each term and can be paid weekly or fortnightly.
 - Late payments may incur additional charges (\$15 per week if fees are more than 7 days overdue).
- Class fees are calculated on a **per-term basis** according to each student's selected dance program.
- **No tuition fees will be refunded, transferred, or discounted** under any circumstances.
- Withdrawals from performance teams before the end of the performance season incur a **\$100 withdrawal fee**.
- Accounts are emailed before the commencement of each term. It is the account holder's responsibility to ensure fees are paid on time.

- Enrolment rolls over automatically to the following term unless written notice is received before the end of Week 10 of the current term.
 - **Creative and Active Kids vouchers** must be submitted **before the start of each term**.
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Costume Fees

- Costume fees for Eisteddfod and performance classes are **additional to regular term fees**.
 - **Eisteddfod costume fees** will be added to **Term 1 performance class fees**.
 - **Concert costume fees** will be added to **Term 3 performance class fees**.
 - Costume fees range from \$30–\$120 per class and **must be paid by the due date**.
 - Students with unpaid costume fees **will not receive a costume** and therefore **cannot perform**.
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Class Schedule

- The class timetable is **subject to change**; any changes will be communicated in advance.
 - **Make-up classes** may be offered in case of unavoidable cancellations.
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Attendance and Punctuality

- Regular attendance is expected. Notify the studio by phone or email if a student cannot attend class.
 - Please notify the office **by the day of illness**, preferably **before the class begins** (call 0415 307 684 or email novaperformingarts@gmail.com).
 - Class cancellations should be communicated **at least 1 hour** prior to the scheduled class.
 - **Refunds will not be provided** for missed classes.
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Behaviour and Attire

- Respectful behaviour towards instructors, staff, and fellow students is **mandatory**.

- Students must wear **full uniform** at all times. Details can be found on our website under the “Information” tab.
 - Students are expected to maintain **neat grooming, hair, and makeup**, reflecting discipline and professionalism.
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Studio Rules

- Follow all posted studio rules and guidelines.
 - Students are supervised only during scheduled class times.
 - Parents/guardians are responsible for children in waiting areas.
 - Noise should be kept to a minimum in the foyer to avoid disrupting classes.
 - Parents may not enter studios unless invited by a teacher. Urgent messages should be given via reception.
 - Students must **not leave the premises** without notifying a teacher or reception.
 - Bullying or unsportsmanlike behaviour is **not tolerated**.
 - Nova Performing Arts is **not responsible for valuables** brought to the studio. Mobile phones are not permitted in classes.
 - Any damage caused by negligence will be **charged to the responsible party**.
 - Lost property is placed on the lost property shelf. Unclaimed items at the end of each term will be **donated, sold, or discarded**.
 - Respect the faculty and staff at all times; address teachers appropriately and **observe corrections professionally**.
 - Students **must not talk** during class. Disrespectful behaviour may result in the student being removed from class, and parents will be notified.
 - Kitchen and reception areas have specific rules; these must be followed at all times.
 - Failure to adhere to studio rules may result in warnings, suspension, or expulsion.
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Media Release

- Photos and videos may be taken for promotional purposes. Notify the studio if you do **not** wish your child to be featured.
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Health and Safety

- Report any injuries or health concerns **before class**.
 - Notify reception of any **regular medication**; misuse is the responsibility of the student if self-administered.
 - Medical conditions must be disclosed, and consent given for emergency treatment if required.
 - In the event of a medical emergency, the studio will attempt to contact parents/guardians; if unavailable, medical assistance will be sought at the parent/guardian's expense.
 - Students must bring a **labelled water bottle**. Bottled water is available for purchase at the front desk.
 - Safe dance practices must be followed at all times. Dance is a physical activity and carries inherent risk of injury. Injuries must be reported immediately.
 - Nova Performing Arts is **not liable for personal injuries**, but will make reasonable efforts to contact parents/caregivers promptly.
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Termination of Enrolment

- Nova Performing Arts reserves the right to terminate enrolment for students who consistently violate studio policies or engage in disruptive behaviour.
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Communication

- Parents/guardians must keep up to date with studio communications via emails and the weekly newsletter.
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Eisteddfod and Performance

- Participation in Eisteddfod and performance classes requires payment of **costume fees**, as outlined above.
 - Students must commit to all scheduled performances listed in the weekly newsletter.
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Examination Policy

- **RAD Ballet Examinations** require a minimum number of classes:
 - Pre-Primary: 1 ballet class per week, plus extra lessons prior to exam
 - Primary: 2 ballet classes per week, plus extra lessons

- Grades 1–5: 2 ballet classes per week, plus extra lessons
- Intermediate Foundation & Intermediate: 2 ballet classes per week, 1 pointe class per week, plus extra lessons
- Advanced Foundation and above: 2 ballet classes per week, 1 pointe class per week, 1 performance ballet class per week, plus extra lessons
- Examination participation is optional, but ballet training benefits all dance genres. We recommend at least **one ballet class per week**.