



PCDA

Dance • Acrobatics • Circus

2026 MEMBERSHIP PACKAGES

1 CLASS	\$25 / WK
2 CLASSES	\$40 / WK
3 CLASSES	\$55 / WK
POPULAR 4 CLASSES	\$70 / WK
5 CLASSES	\$78 / WK
6 CLASSES	\$86 / WK
7 CLASSES	\$94 / WK
8 CLASSES	\$99 / WK
UNLIMITED	\$104 / WK

GUARDIAN ASSIST PROGRAM: \$15 / WEEK

\$55 ANNUAL REGISTRATION FEE UPON ENROLMENT

AERIALS EQUIPMENT LEVY - \$25 PER TERM

\$100 END OF YEAR PERFORMERS FEE (SEE PAYMENT TERMS FOR PROCESSING DATES)

ALL INCLUSIVE PRICING - NO COSTUME FEES
MEMBERSHIP PRICES LISTED ARE PER STUDENT
FEES ARE PAYABLE VIA WEEKLY DIRECT DEBIT

www.perthcircusdanceacademy.com.au

GENERAL MEMBERSHIP TERMS

By enrolling at Perth Circus & Dance Academy (PCDA), I understand and acknowledge that:

- Membership is ongoing for the full 2026 training year. Membership fees continue to be charged until a formal withdrawal is submitted and the notice period is completed.
- Classes operate year-round, including school holidays, following PCDA's published timetable.
- Membership fees are charged per week as part of a membership, not per class attended.
- There are no refunds for missed classes, absences, holidays, illness, or change of mind.
- My child's membership reserves their place in all allocated classes each week, regardless of attendance.
- PCDA may update policies at any time to improve safety, operations, or program delivery.
- Verbal withdrawal or pause requests are not accepted. All requests must follow the official procedures below.

ENROLMENT & WITHDRAWAL

- Enrolment continues for the full 2026 year unless a formal withdrawal is submitted.
- To withdraw, two weeks written notice must be submitted via email to:
admin@perthcircusdanceacademy.com.au
- The notice period begins from the date the email is received.
- Membership fees continue through the notice period, regardless of attendance.
- Withdrawals cannot be backdated.
- Students may not attend classes once the notice period has concluded.

This ensures consistency in class planning, staffing, and student allocations.

PAUSE POLICY

To support families while maintaining fair and consistent membership operations:

- All pause requests must be submitted via the official PCDA Pause Request Form.
- Requests made by email, message, phone, or in person will not be accepted.
- Pauses must be taken in full calendar-week blocks (Monday–Sunday).
 - Students cannot pause individual days or selected classes.
 - If a student attends any class during that week, the full membership fee applies.
- A minimum of 7 days' notice is required for all pause requests to allow for administrative processing.
- Each student may pause their membership for a maximum of 4 weeks per calendar year.
- Pauses cannot be applied retrospectively under any circumstances.
- Membership fees resume automatically at the end of the approved pause period.

PAYMENT SCHEDULE & DIRECT DEBIT TERMS

- All families must have a valid autopay (direct debit) payment method on file.
- Weekly membership fees are added to accounts on Monday.
- Direct debits are processed each Wednesday for the balance owing.
- Manual or advance payments may be made, but autopay remains mandatory.
- Credit/debit card payments incur a 1.81% + \$0.30 transaction fee.
- I am responsible for updating my payment details promptly via the Parent Portal.

FAILED PAYMENTS & OVERDUE ACCOUNTS

To ensure fairness and clear communication, PCDA follows a structured process for all overdue accounts, whether including failed direct debits and unpaid balances where autopay has not been completed.

I understand and acknowledge the following:

- Week 1 - Grace Period & Initial Communication
 - The first failed payment or first overdue week will receive a communication from PCDA.
 - I will be prompted to update my payment method and settle the outstanding balance.
 - No late fee is charged during this first occurrence.
- Week 2 - Late Fee + Final Opportunity
 - If the next weekly debit fails or the balance remains outstanding, a \$15 late fee will be added to the account.
 - I will receive a second notification requesting immediate payment.
 - This is the final opportunity to settle the account before suspension.
- Week 3 - Automatic Suspension
 - If payment is still outstanding at the beginning of Week 3, my child's enrolment will be automatically suspended.
 - My child cannot attend any classes or PCDA events until the balance (including the late fee) is cleared.
 - PCDA cannot hold class placements during suspension.
 - If I attempt to attend classes while suspended, PCDA has the right to refuse participation.
- Week 4 — Debt Collection Warning
 - If the account remains unpaid for four consecutive weeks, a final notice will be issued stating that the account may be referred to a Debt Collection Agency, incurring a 35% surcharge.

Autopay Requirement

- All families must maintain an active autopay method as part of PCDA's membership system.
- Failure to set up autopay will cause the account to be managed under the same timeline above.

MEMBERSHIP INCLUSIONS

- Weekly training sessions
- Access to the PCDA Studio App
- End-of-year concert costumes
- VIP access to PCDA events

FEES & NON-REFUNDABLE ITEMS

I understand and acknowledge that the following fees are strictly non-refundable:

- \$55 Annual Registration Fee (valid for calendar year)
- Weekly membership fees
- Aerials Equipment Levy (\$25 per term). Billing schedule: 2 February, 20 April, 20 July, 12 October.
Mid term enrolments will be charged in first week's payment.
- End-of-Year Performers Fee (\$100 per child). Billing schedule: 50% in week beginning 17 August & 50% in week beginning 12 October.

MAKE-UP CLASSES

- If a class is cancelled by PCDA or falls on a public holiday, a make-up class may be attended the following week.
- Make-ups are not provided for personal absences (illness, holidays, clashes, fatigue, etc.).
- Make-up classes cannot be transferred, credited, or used as a fee reduction.

CLASS PARTICIPATION REQUIREMENTS

Students may not participate in classes if:

- Valid payment details are not stored in the Parent Portal
- Membership fees remain unpaid for two consecutive weeks, for any reason. My child's enrolment will be suspended until the full outstanding balance is cleared.
- Safety, behavioural, or uniform compliance standards are not met
- PCDA reserves the right to refuse participation if any condition of membership is not upheld.

ASSUMPTION OF RISK / MEDICAL EMERGENCIES

I understand that dance, acrobatics, aerials and physical movement involve inherent risks. I hereby absolve Perth Circus & Dance Academy from any liability in the event of any injury to my child. I give Perth Circus & Dance Academy permission to seek medical attention at the time of accident or serious illness.

RELEASE OF LIABILITY

I give permission for my child to be photographed and / or videoed whilst participating in Perth Circus & Dance Academy activities and I consent to these photos / videos being used for publicity purposes.

I will not hold Perth Circus & Dance Academy liable for any loss of property.

UNIFORMS

At PCDA we believe that wearing studio uniforms give students a sense of belonging to our team as well as creating an identity for our studio in the greater community. Perth Circus & Dance Academy maintains a dress code to encourage concentration and a sense of inclusiveness. Uniformity in dancewear allows the teachers to assess how well the students are implementing the technique being taught, problems with alignment, and other important aspects of dance training including being able to spot students in skills safely. However, most importantly, it promotes studio pride, inclusiveness and a real sense of belonging.

Uniforms and most dance shoes can be purchased year-round from the studio.

ACKNOWLEDGEMENT

By finalising my 2026 enrolment and entering my payment details, I confirm that I have read, understood, and agree to all PCDA Membership Terms & Conditions.