



Dance & Drama School

"SERENDIPITY"

Journey to creativity, success and joy



professional teachers, develop emotional intelligence , learning while having fun

RULES & POLICIES

REGISTRATION

Before the first class (or Test class) a Form should be submitted with the important information about the child, including diseases, allergies, special points to be taken into consideration.

BOOKING

Please note that the **Classes/ Quarter booking is legally binding** (whether it be through email, this website, telephone, etc.....)

CLASSES & WORKSHOPS

Parents are requested to send children in clearly labelled clothing which is appropriate to the planned activities and with a personal bottle of water for each child. Please discourage your child from bringing items of value to the events. Please provide a spare set of clothing for your child in case of an accident or the need for change of clothing.

PARENT/ GUARDIAN PRESENCE

Parents/ Guardians could be present at the first 15 minutes and the last 10 minutes of the first 3 classes. After that the children should not be accompanied during the classes, in order to ensure the maximum comfort for all in the learning environment.

OBJECTIVES DEFINITION

Before starting each semester, parents can schedule a short meeting together with the child and the corresponding instructor for defining the current status, expectations and objectives for the next semester.

ABSENCES & COMPENSATION

If one or more classes are skipped for any reason, you can compensate with additional class during the same Quarter.



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QUARTERS

The year is divided into 4 quarters for payment purposes. After booking for specific type and number of classes (10, 20, 30, etc.), you will receive an invoice based on the available classes in the relevant quarter.

PAYMENTS

All booked classes should be paid before the start of the Quarter. The child can attend only one Test Class at a test price, according to our price lists. For any further classes, a whole single class price should be paid or Quarter of 10 classes should be booked and paid out. Midterm signups will receive an amended invoice.

CANCELLATIONS

Upon cancellation after the start of the Quarter no reimbursement of the amount paid is possible. If the the cancellation is 2 weeks or less before the start of the Quarter, you will be charged CHF 150 processing fee. This is a **legally binding agreement** and will be upheld as such.

FAMILY ALLOWANCES

We support families with more children. For the second and third child from the same family, you will receive a reduction of 10% of the amount due for pay.

INSURANCE

The health and liability insurances of children is responsibility of the parents.