

Terms and Conditions of Attending All Dance and Fitness Sessions at Samantha Dene's Dance and Fitness

Introduction

Samantha Dene's Dance and Fitness is a for-profit organisation run by Miss Samantha Dene Boden. All classes are managed by Samantha and delivered by herself and her experienced self-employed teaching team.

These Terms and Conditions apply to all participants attending dance, fitness, performing arts, additional-needs sessions, holiday clubs, parties, shows and other activities provided by Samantha Dene's Dance and Fitness.

By booking or attending a session, participants and/or their parent or guardian agree to comply with these Terms and Conditions and the relevant policies of Samantha Dene's Dance and Fitness.

Mission Statement

Our mission is to improve confidence in children and adults using growth-mindset techniques that support development both inside and outside the classes.

We provide professional and enjoyable dance and fitness classes that nurture performance skills, physical development and correct technique in a friendly, inclusive and non-competitive environment.

We welcome participants of different abilities and recognise that some participants may have additional needs, disabilities, medical requirements, communication differences or sensory needs.

We aim to make reasonable adjustments wherever practicable to enable participants to take part safely and positively.

1. Safeguarding and Door Security

Main entrances and drama room doors will be unlocked for the first 5 minutes of each class and locked thereafter to ensure only authorised adults may enter.

Fire exits will always remain accessible from inside.

Some venues without separate fire exits may remain unlocked. Venue-specific instructions will always apply.

Please arrive promptly to avoid disruption.

Parents/guardians must collect children on time.

If the door is locked, please follow venue instructions, such as knocking, calling 07598 430454 or catching our attention via an appropriate window.

Only adults listed as authorised collectors may pick up a child. Please inform us of any changes in advance.

Where a child or young person has additional needs which affect communication, independence or collection arrangements, parents/carers should provide the relevant information before the session.

Samantha Dene's Dance and Fitness follows its Safeguarding Policy at all times.

1.1 Supervision of Children

Children not currently participating in a session, including those waiting for a later class, remain the responsibility of their parent or guardian in all public or communal areas of the venue.

Samantha Dene's Dance and Fitness is responsible for participants during the session in accordance with the agreed supervision arrangements.

Parents and guardians remain responsible for supervising siblings or other children who are not participating in the class.

Where an individual participant requires additional support from a parent, carer or support worker, this should be discussed and agreed with Samantha Dene's Dance and Fitness before attendance.

Adverse Weather & Travel

Attendance at classes during periods of adverse weather, including snow and icy conditions, is a decision for the participant or parent/guardian.

Parents and participants should consider whether travel to the venue is safe and appropriate.

Samantha Dene's Dance and Fitness will communicate any decision to cancel or alter a session where reasonably possible.

Participants remain responsible for taking reasonable care while travelling to and from sessions and while using venue car parks.

2. Fees

Fees must be paid upfront and in full. No refunds are normally given for missed classes.

Make-up sessions may be available at alternative locations or sessions, subject to availability.

A child's place is not fully secured until payment has been made.

If discontinuing mid-term, please notify Samantha for administrative purposes. Fees already paid are non-refundable unless otherwise agreed or where required by law.

Bank transfer payments need to be marked manually, so it may take some time for your receipt or booking confirmation to come through.

Subscription Option

The annual cost of classes is divided into 12 monthly payments, taken on the 1st of each month.

Payments remain due during holidays.

One month's notice is required to cancel a subscription. Notice must be given before the 1st of the next month via email to samanthadenes@outlook.com.

Cash payments must be placed in a sealed, labelled envelope with the correct change.

Late fees, written reminders or withdrawal from classes may apply for overdue payments.

Trial sessions may be taken for a one-off fee. If joining, the remaining balance of the half term is due before further sessions.

If a teacher is unavailable, a substitute will be arranged where possible. Where this is not possible, the class may be cancelled and an appropriate catch-up session, credit or fee adjustment will be considered.

Parents/guardians are responsible for reading information provided by Samantha Dene's Dance and Fitness, including emails, updates and newsletters.

Where important information is provided to parents/guardians, we cannot be responsible for consequences arising solely because the information has not been read or acted upon.

Should classes move online, fees remain unchanged unless otherwise stated by Samantha.

Holiday clubs, extra activities and parties must be paid for in advance. Fees depend on the length of the activity, number of participants and staffing required.

No refunds are normally provided for "no shows" at paid events unless agreed following discussion with Samantha.

Uniforms and accessories must be paid for before collection.

Customers are responsible for checking bank transfer amounts when paying invoices.

3. Class Timing

Please arrive no more than 5 minutes before class to allow for teacher setup.

Students should be ready to start promptly and should leave the venue promptly at the end of class.

Late arrivals may be asked to wait for a suitable moment to enter safely.

For events and shows, parents must check all arrival and collection times carefully as updates may occur on the day.

Staff arrive approximately 15 minutes prior to children's parties.

In the rare event of timetable changes, parents/guardians are responsible for reading all communication to stay informed.

For additional-needs sessions, participants may occasionally require additional time to enter, settle or transition from the venue. Where reasonably practicable, staff will take individual needs into consideration.

4. Class Conduct and Uniforms

Parents may not watch classes except:

- Little Ballet Stars (ages 2–4); or
- In exceptional circumstances pre-agreed with the teacher.

Trial students who are particularly anxious or timid may have a grown-up stay for the first session at the teacher's discretion.

For additional-needs sessions, parents/carers or support workers may be invited or required to remain where this is necessary to support the participant safely. This will be discussed in advance wherever possible.

Any concerns must be raised politely and outside class time. A meeting will be arranged where necessary. Please also refer to our Complaints Procedure.

All complaints or significant incidents will be recorded appropriately.

Bullying of any kind, including child-to-child, adult-to-child and adult-to-adult bullying, is not tolerated.

Discriminatory or abusive behaviour relating to disability, additional needs, communication differences or any other characteristic will not be tolerated.

Respectful behaviour towards teachers, peers and other participants is expected at all times.

We recognise that some participants with additional needs may communicate distress through behaviour. Staff will consider individual needs and appropriate de-escalation strategies before taking disciplinary action wherever reasonably possible.

No chewing gum, and only water is permitted during class.

Snacks must be nut-free and only for those attending multiple sessions.

Students are responsible for their belongings. Please label uniforms and shoes.

Mobile phones must be switched off and not used during children's classes unless required for an agreed medical, communication or accessibility purpose.

No jewellery is permitted. Teachers may ask for jewellery to be removed for safety.

Children may not leave the studio without permission.

Uniforms are preferred but not compulsory. Clothing must be comfortable, safe and non-restrictive.

Reasonable adjustments to clothing or footwear may be considered for participants with additional needs, sensory requirements or disabilities where safety allows.

Footwear Requirements

Tap: Tap shoes required after one trial. Trainers may be acceptable for a trial only.

Ballet: Ballet shoes required after one trial. Bare feet or grip socks may be acceptable for a trial only.

Reasonable adjustments may be considered where a participant's disability or additional needs make standard footwear unsuitable, provided the alternative is safe for the activity.

5. Additional Needs, Disability and Reasonable Adjustments

Samantha Dene's Dance and Fitness welcomes participants with additional needs and disabilities.

Parents/carers should contact us before booking if their child or adult participant:

- Has additional needs or a disability;
- Requires communication support;
- Has sensory sensitivities;
- Has mobility requirements;
- Has a medical condition requiring specific consideration;
- Requires medication or an emergency care plan;
- Requires additional supervision or support;
- Has known triggers or signs of distress;
- Requires a parent, carer or support worker to remain present.

This allows us to discuss the session and consider whether reasonable adjustments can be made safely.

Reasonable adjustments may include:

- Visual demonstrations or prompts;
- Additional processing time;
- Repetition of instructions;
- Adapted movements;
- Alternative ways of completing an activity;
- Sensory breaks;
- Reduced stimulation where reasonably practicable;
- Additional reassurance;
- Adjustments to positioning within the room;
- Use of appropriate sensory or supportive equipment.

We will make reasonable adjustments wherever practicable, but the safety of all participants and staff must remain the priority.

Where a participant's needs require a level of support that cannot safely be provided within the normal staffing, venue or class structure, this will be discussed sensitively with the parent/carer and alternative arrangements may need to be considered.

6. Responsibilities

Any injuries or medical needs must be disclosed to the teacher at the beginning of class and will be recorded where appropriate.

Parents/guardians must keep medical and emergency contact information up to date via their ClassForKids account.

Adults attending fitness sessions must inform the teacher of relevant medical needs and complete the online PAR-Q where applicable.

Parents will be contacted promptly if a child becomes unwell or requires assistance.

Teachers cannot provide personal care or assist children in the bathroom.

For Little Ballet Stars, parents/carers must assist their own child with toileting or personal care.

For additional-needs classes, any personal care or toileting requirements should be discussed with Samantha before attendance so that appropriate arrangements can be agreed.

Staff will not undertake personal care unless this forms part of an appropriately agreed arrangement and is within their role, training and safeguarding requirements.

Physical contact may sometimes be required when teaching dance technique, assisting with safe positioning or preventing immediate injury. Such contact will be appropriate, proportionate and respectful.

Physical restraint is not used as a behaviour-management technique. Any physical intervention will only be used where necessary and proportionate to prevent immediate harm and will be recorded in accordance with the Safeguarding Policy.

Teachers must be informed if someone other than the parent/guardian is collecting a child.

Written permission is required for children walking home alone where this is permitted by the age and circumstances of the child.

Medications must be appropriately labelled and, where agreed, stored safely away from the dance space.

Parents/carers must provide a copy of any relevant care plan or emergency information.

Samantha Dene's Dance and Fitness staff will not remove splinters.

7. Photographing Children

A full explanation is available in our Privacy and Safeguarding Policies.

Parents may only photograph their own child and must avoid capturing other participants.

Group photographs are taken only by authorised staff, using school/business-owned equipment, and only include children for whom appropriate parental consent has been provided.

Permission for photography is given via ClassForKids and may be withdrawn at any time.

No names of children or adults will appear on social media or promotional materials.

Additional consideration will be given to participants with additional needs, sensory sensitivities or communication difficulties.

Adult fitness class photographs will only include consenting participants.

Party photographs follow the same consent rules.

8. Health & Safety

All sessions are risk assessed as appropriate.

Participants and parents/carers are expected to follow teacher instructions relating to safety.

Only qualified or appropriately trained staff may handle specialist equipment.

Equipment will be checked and used appropriately.

Participants should tell the teacher if they feel unwell, injured, unsafe or unable to continue an activity.

For additional-needs classes, risk assessments may take into account individual and group requirements including:

- Mobility;
- Sensory needs;
- Communication;
- Medical needs;
- Behavioural or emotional triggers;
- Equipment;
- Room layout;
- Supervision requirements;
- Emergency arrangements.

Any incidents or injuries will be recorded appropriately.

9. Miscellaneous

The timetable may be revised at any time.

Emails/messages are answered during working hours:

Monday–Friday: 9am–7pm

Saturday: 9am–12pm during term time

Replies during holidays or out-of-office periods may take longer.

If your child has additional needs or may require extra support, please contact us prior to booking so we can discuss suitability and any reasonable adjustments that may be required.

Participation in physical activity carries inherent risks. Participants are expected to follow safety instructions and inform the teacher of relevant medical or physical limitations.

Nothing in these Terms and Conditions excludes or limits any legal responsibility that cannot lawfully be excluded or limited.

Policies including the Safeguarding, Health & Safety, Equal Opportunities, Complaints and Data Protection policies are available on request.

Personal data is handled through ClassForKids and other appropriate business systems. ClassForKids' privacy policy is available through its website.

Mixed-ability groups may be used and we do not discriminate against participants because of disability, additional needs or ability.

Uniform orders are placed monthly, usually on the 15th. Some items may take longer due to supplier delays.

Only appropriately trained or authorised staff may handle specialist equipment.

Class transfers may be possible depending on availability and suitability.

Lost property will be kept by the teacher and returned the following week where possible.

Please inform us promptly if your child discontinues sessions so waiting lists can be managed correctly.

We adhere to our Safeguarding Policy, Health & Safety Policy, risk assessments and other relevant policies at all times.

For any other queries, including uniforms, timings or additional needs, please email:

samanthadenes@outlook.com

Contact Information

Samantha Dene's Dance and Fitness

Telephone: 07598 430454

Email: samanthadenes@outlook.com

Website: www.samanthadenesdanceandfitness.com

Facebook: samanthadenesdance

Instagram: samanthadenesdanceandfitness

Twitter/X: samanthadenes

By booking and/or attending a session, participants and/or their parent or guardian confirm that they have read and agree to these Terms and Conditions and understand that they should contact Samantha Dene's Dance and Fitness before booking if additional support, reasonable adjustments or specific arrangements may be required.