

2017 Timetable

Version 3 - Current As At 28/02/2017



Please note that this timetable may be subject to change.
See Page 2 for fees and enrolment conditions.
Visit www.theedgeperformersschool.com.au for the latest version, enrolment forms and other important information about 2017 classes.

MON	10:00 - 10:45	10:45 - 11:30	4:00 - 5:00	5:00 - 6:00	6:00 - 7:30	7:30 - 9:00	
1	Creative Dance 3 to 4 Years <i>*Concert 1 Only*</i> Nicole Bunnell	Creative Dance 4 to 5 Years <i>*Concert 1 Only*</i> Nicole Bunnell	Sub-Junior Jazz 8 to 10 Yrs (Grds 2 to 4) <i>*CASTA - Concert 1 & 4*</i> Amanda Oakley	Primary Jazz 6 to 8 Yrs (Grd 1 to 2) <i>*CASTA - Concert 1 & 4*</i> Amanda Oakley	Intermediate Jazz 13 to 15 Years (Year 8 to 10) <i>*CASTA - Concert 1 & 4*</i> Cynthia Melchiorre	Pre-Inter Hip Hop 12 to 14 Years (Year 7 & 8) <i>*CASTA - Concert 1 & 4*</i> Cynthia Melchiorre	
2	Full Time Commercial Dance Training		Primary Jazz (New Preps) 5 to 6 Yrs (Prep to Grd 1) <i>*CASTA - Concert 1 & 4*</i> Nicole Bunnell	Junior Jazz 10 to 12 Yrs (Grd 5 to 6) <i>*CASTA - Concert 1 & 4*</i> Nicole Bunnell	Pre-Intermediate Jazz 12 to 14 Years (Year 7 & 8) <i>*CASTA - Concert 1 & 4*</i> Nicole Bunnell	Intermediate/Advanced Jazz 14 to 17 Years <i>*CASTA - Concert 1 & 4*</i> Nicole Bunnell	
3	Full Time Commercial Dance Training		RAD 4 Ballet Exam 9 to 11 Yrs <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Amy Carver	RAD 2 Ballet Exam 7 to 9 Yrs <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Amy Carver	RAD 8 Ballet Exam 14+ Years <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Amy Carver	RAD 5 Ballet Exam 12+ Years <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Amy Carver	
TUE			4:00 - 5:00	5:00 - 6:00	6:00 - 7:30	7:30 - 9:00	
1	Full Time Commercial Dance Training		Junior Song and Dance Song & Dance (7 to 10 Yrs) <i>*All 4 Concerts*</i> Emma Tierney	Inter Song & Dance Song & Dance (11+ Yrs) <i>*All 4 Concerts*</i> Emma Tierney	Intermediate Jazz 14 to 16 Years (Year 8 to 10) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras	Open Pom/Jazz AASCF <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Robyn Wyngaard	
2	Full Time Commercial Dance Training		Junior Acro-Dance 10 to 13 Yrs (Grd 5 to 6) <i>*All 4 Concerts*</i> Andrew Micallef	Sub-Junior Acro-Dance 7 to 10 Yrs (Grds 2 to 4) <i>*All 4 Concerts*</i> Andrew Micallef	Intermediate Acro-Dance 14+ Years <i>*All 4 Concerts*</i> Andrew Micallef	Inter/Advanced Hip-Hop 15+ Years <i>*All 4 Concerts*</i> Andrew Micallef	
3	Full Time Commercial Dance Training		Sub-Junior Breaking 7 to 9 Years <i>*CASTA - Concert 1 & 4*</i> Peter Sette	Junior Breaking 10 to 12 Years <i>*CASTA - Concert 1 & 4*</i> Peter Sette	Inter/Advanced Breaking 12+ Years (Experienced) <i>*All 4 Concerts*</i> Peter Sette	Intermediate Tap (Experienced) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras	
WED	10:00 - 10:30	10:45 - 11:30	4:00 - 5:00	5:00 - 6:00	6:00 - 7:30	7:30 - 9:00	
1	Mums and Bubs 2 to 3 Years <i>*Concert 2 Only*</i> Jess Hose	Creative Dance 3 to 5 Years <i>*Concert 2 Only*</i> Jess Hose	U10 Pom AASCF <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Emma Tierney	U10 Competition Class (Jazz, Lyrical & Hip-Hop) <i>*All 4 Concerts*</i> Emma Tierney	Intermediate Classical Ballet 13 to 16 Years <i>*CAST B - Concert 2 & 3*</i> Diana Ricks	Advanced Classical Ballet Open Age (16+ Years/Year 10+) <i>*All 4 Concerts*</i> Diana Ricks	
2	Full Time Commercial Dance Training		Primary Jazz (New Preps) 5 to 6 Yrs (Prep to Grd 1) <i>*CASTA - Concert 1 & 4*</i> Nicole Bunnell	Sub-Junior Jazz 8 to 10 Yrs (Grds 2 to 4) <i>*CASTA - Concert 1 & 4*</i> Nicole Bunnell	Advanced Contemporary Open Age (16+ Years/Year 10+) <i>*All 4 Concerts*</i> Brooke McEvoy	Intermediate Contemporary 14 to 17 Years <i>*CAST B - Concert 2 & 3*</i> Brooke McEvoy	
3	Full Time Commercial Dance Training		4:00 - 5:30 Under 16 Pom AASCF <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Robyn Wyngaard	5:30 - 6:30 U13 Pom (NOVICE) <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Robyn Wyngaard	6:30 - 7:30 U13 Pom (OPEN) <i>*No Concert*</i> <i>*See Enrolment Conditions*</i> Robyn Wyngaard	7:30 - 8:30 Adult Dance/Fitness <i>*No Concert*</i> <i>*\$10 Casual*</i> Nicole Bunnell	
THU	10:00 - 10:45		4:00 - 5:00	5:00 - 6:00	6:00 - 7:30	7:30 - 9:00	
1	Creative Dance 3 to 5 Years <i>*Concert 4 Only*</i> Jess Hose		Sub-Junior Jazz 8 to 10 Yrs (Grd 2 to 4) <i>*CASTA - Concert 1 & 4*</i> Jess Hose	Junior Jazz 10 to 12 Yrs (Grd 5 to 6) <i>*CASTA - Concert 1 & 4*</i> Jess Hose	Intermediate Hip-Hop 13 to 15 Years (Year 8 to 10) <i>*CASTA - Concert 1 & 4*</i> Jack May	Intermediate/Advanced Tap 14 to 16 Years <i>*All 4 Concerts*</i> Lizzie Jenkins	
2	Full Time Commercial Dance Training		Sub-Junior Hip Hop 6 to 9 Yrs (Grd 1 to 3) <i>*CASTA - Concert 1 & 4*</i> Jack May	Junior Hip Hop 10 to 12 Yrs (Grd 4 to 6) <i>*CASTA - Concert 1 & 4*</i> Jack May	Advanced Commercial Jazz Open Age (Experienced) <i>*All 4 Concerts*</i> Lizzie Jenkins	Advanced Hip-Hop (Experienced) 15+ Years <i>*All 4 Concerts*</i> Jack May	
3	Full Time Commercial Dance Training		Junior Contemporary 10 to 12 Yrs (Grd 5 to 6) <i>*CASTA - Concert 1 & 4*</i> Anjelica Simatos	Sub-Junior Contemporary 7 to 9 Yrs (Grd 2 to 4) <i>*CASTA - Concert 1 & 4*</i> Anjelica Simatos	Pre-Intermediate Classical Ballet 12 to 14 Years (Year 7 & 8) <i>*CASTA - Concert 1 & 4*</i> Anjelica Simatos	Pre-Intermediate Contemporary 12 to 14 Years (Year 7 & 8) <i>*CASTA - Concert 1 & 4*</i> Anjelica Simatos	
FRI	10:00 - 10:45		4:00 - 6:00				
1	Creative Dance 3 to 5 Years <i>*Concert 4 Only*</i> Nicole Bunnell		U13 Competition Class (NOVICE) AASCF (Jazz, Lyrical & Hip-Hop) <i>*All 4 Concerts*</i> <i>*See Enrolment Conditions*</i> Nicole, Jess, Brooke and Drew	Private Lessons by Appointment		Private Lessons by Appointment	
2	Full Time Commercial Dance Training		U13 Competition Class (OPEN) AASCF (Jazz, Lyrical & Hip-Hop) <i>*All 4 Concerts*</i> <i>*See Enrolment Conditions*</i> Nicole, Jess, Brooke and Drew	Private Lessons by Appointment		Private Lessons by Appointment	
3	Full Time Commercial Dance Training		4:00 - 5:00 VCE Dance Theory Units 1 to 4 <i>*No Concert*</i> Nicole Bunnell	5:00 - 7:00 U16 Competition Class AASCF (Jazz, Lyrical & Hip-Hop) <i>*All 4 Concerts*</i> <i>*See Enrolment Conditions*</i> Nicole, Jess, Brooke and Drew	Private Lessons by Appointment		
SAT	9:30 - 10:30	10:30 - 11:30	11:30 - 12:30	12:30 - 1:30	1:30 - 2:30	2:30 - 3:30	3:30 - 4:30
1	Primary Jazz 5 to 7 Yrs (Prep to Grd 1) <i>*CAST B - Concert 2 & 3*</i> Nicole Bunnell	Primary Jazz 5 to 7 Yrs (Prep to Grd 1) <i>*CAST B - Concert 2 & 3*</i> Jess Hose	Junior Classical (RAD 4) 10 to 12 Yrs (Grd 5 to 6) <i>*CAST B - Concert 2 & 3*</i> Amy Carver	Junior Classical (RAD 5) (Experienced) 11 to 13 Yrs (Grd 6 to Y7) <i>*CAST B - Concert 2 & 3*</i> Amy Carver	Sub-Junior Classical (RAD 2) 7 to 9 Years (Grd 2 to 3) <i>*CAST B - Concert 2 & 3*</i> Amy Carver	Primary Classical (RAD 1) 5 to 7 Years (Prep to Grd 1) <i>*CAST B - Concert 2 & 3*</i> Amy Carver	Sub-Junior Classical (RAD 3) (Experienced) 9 to 11 Yrs (Grd 3 to 4) <i>*CAST B - Concert 2 & 3*</i> Amy Carver
2	Junior Contemporary 9 to 11 Yrs (Grd 5 to 6) <i>*CAST B - Concert 2 & 3*</i> Brooke McEvoy	Sub-Junior Contemporary 7 to 9 Yrs (Grd 2 to 4) <i>*CAST B - Concert 2 & 3*</i> Brooke McEvoy	Primary Contemporary 5 to 7 Yrs (Prep to Grd 1) <i>*CAST B - Concert 2 & 3*</i> Brooke McEvoy	Sub-Junior Jazz 7 to 9 Yrs (Grd 2 to 3) <i>*CAST B - Concert 2 & 3*</i> Jess Hose	Sub-Junior Jazz (Experienced) 9 to 11 Years (Grd 3 to 4) <i>*CAST B - Concert 2 & 3*</i> Nicole Bunnell	Junior Jazz 10 to 12 Years (Grd 5 to 6) <i>*CAST B - Concert 2 & 3*</i> Nicole Bunnell	Junior Jazz (Experienced) 11 to 13 Yrs (Grd 6 to Y7) <i>*CAST B - Concert 2 & 3*</i> Nicole Bunnell
3	9:30 - 10:15 Creative Dance 3 to 5 Years <i>*Concert 3 Only*</i> Jess Hose	10:30 - 11:15 Creative Dance 3 to 5 Years <i>*Concert 3 Only*</i> Nicole Bunnell	Sub-Junior Tap (Experienced) 9 to 11 Yrs (Grd 3 to 4) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras	Junior Tap 10 to 12 Yrs (Grd 5 to 6) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras	Primary Tap 5 to 7 Years (Prep to Grd 1) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras	Junior Tap (Experienced) 11 to 13 Yrs (Grd 6 to Y7) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras	Sub-Junior Tap 7 to 9 Years (Grd 2 to 3) <i>*CAST B - Concert 2 & 3*</i> Tina Koutsouras

*** For the full terms and conditions of enrolment please see the 2017 enrolment form. ***

Term Dates 2017 (40 Weeks)

Term 1: Monday, January 30th to Saturday, April 1st. (9 Weeks) **Term 3:** Monday, July 17th to Saturday, September 23rd. (10 Weeks)
Term 2: Monday, April 17th to Saturday, July 1st. (11 Weeks) **Term 4:** Monday, October 9th to Saturday, December 16th. (10 Weeks)

Enrolment Pre-requisites/Conditions

It is important that students are enrolled in the appropriate class both for their development and the interest of the entire class. The appropriate class for each student will be based on a combination of **age, experience and ability**. Class age and skill ranges are recommendations to assist parents with placing their child in the best possible class. A student may move up to a higher class if suitable and **only with the endorsement of the class teacher and Miss Nicole**. The final decision as to the appropriate class for each individual student will rest with the class teacher.

- RAD Exams: All students wishing to sit **RAD syllabus exams** must be enrolled in the appropriate classes on **Monday evening & Wednesday evening/Saturday Morning**.
- U10, U13 & U16 Pom: Pre-requisites exist for all Pom classes. Further information regarding Pom is available on the 2017 Competition Classes Information Guide. **Please obtain a copy before enrolling.**

- U10, U13, U16 and Open Competition Classes: Pre-requisites exist for U10, U13, U16 & Open Competition students. Further information regarding Competition Classes is available on the 2017 Competition Classes Information Guide. **Please obtain a copy before enrolling.**

Experienced

Classes marked '**Experienced**' will only be available to students with suitable prior experience in that style. **Enrolments into these must be approved by the Class Teacher or Nicole prior to enrolment.**

New Preps These classes are recommended to students moving up from Creative Dance or primary age students who have no dance experience.

No Concert These classes will not perform in the December concerts.

Concert 1, 2, 3 or 4 Only Creative Dance classes will only perform in one of the four December concerts. The concert for each class is designated on page 1.

CAST A - Concert 1 & 4 Only These classes will only participate in the **Saturday 11am and Sunday 4pm** concert performances.

CAST B - Concert 2 & 3 Only These classes will only participate in the **Saturday 4pm and Sunday 11am** concert performances.

All 4 Concerts These classes will participate in **all 4 concert performances**.

Term Rates per Term (10 Weeks)

Normal classes are priced at **~\$17.60** per hour. All fees include GST and are non-refundable.

Class rates for Pom and Competition Troupe classes also include 2.5 hours per term of additional rehearsal time. **(Total of 10 hours for the year).**

Further information regarding Pom and Troupe classes is available on the 2017 Competition Class Information Guide. **Please obtain a copy before enrolling.**

A \$1.00 per hour discount will apply to fees paid **BEFORE** the end of the previous term. Specific fee discount dates are listed below.

All student accounts will attract a one-off \$17 fee for insurance and APRA licensing).

Class Duration	Standard Rate	(Upfront Payment Discounted Rate)	Pom and Troupe Rate	(Discounted Pom and Troupe Rate)
45 Minutes:	\$132.00	(\$124.50)		
1 Hour:	\$176.00	(\$166.00)	\$220.00	(\$207.50)
1.5 Hours:	\$264.00	(\$249.00)	\$308.00	(\$290.50)
2 Hours:			\$396.00	(\$373.50)

Multiple Class and Unlimited Class Packages (3, 4 or 5+ Classes) (~15% to ~18% Discount)

e.g. 1 Hour Classes	Standard Term Rate	(Discounted Rate)	e.g. 1.5 Hour Classes	Standard Term Rate	(Discounted Rate)
Enrol in any 3 classes:	\$449.00	(\$423.50)	Enrol in any 3 classes:	\$673.00	(\$635.00)
Enrol in any 4 classes:	\$598.00	(\$564.00)	Enrol in any 4 classes:	\$897.00	(\$846.00)
Unlimited (5+) 1 Hour classes:	\$721.00	(\$680.00)	Unlimited (5+) 1.5 Hour classes:	\$1082.00	(\$1021.00)

*** Combinations of three or four 1 hour, 1.5 hour and 2 hour classes will also attract a 15% discount. ***

*** Unlimited packages will be calculated as follows: The sum of the 5 most expensive classes less 18%. All subsequent classes are free of charge.

*** VCE Dance is a separate class and cannot be included in any of the package deals. Separate VCE packages are listed below. ***

VCE Dance Units 1 to 4 (Year 10 to Year 12)

1 hour VCE Dance theory class plus **TWO** practical class of the students' choice. **\$780.00 per term.**

1 hour VCE Dance theory class plus **UNLIMITED** practical classes. **\$1080.00 per term.**

*** Please contact the office for more information regarding VCE Dance in 2017. ***

*** Please note that there are no further discounts on VCE Dance packages. ***

\$2650.00 per year up front. (Must be paid by the end of term 1 week 2)

\$3650.00 per year up front. (Must be paid by the end of term 1 week 2)

Payment of Fees and Early Payment Discounts

All fees are to be paid in full by the end of the first week of the school term.

Accounts paid in full by the end of the first week (**Term 1**) or the end of the previous term (**Terms 2, 3 & 4**) will attract a \$1 per hour discount which will be credited to the following account.

The cut off dates for term rate discounts are strictly as follows:

Term 1: Saturday, February 4th. **Term 2:** Saturday, April 1st. **Term 3:** Saturday, July 1st. **Term 4:** Saturday, September 23rd.

- These discount cut-off dates will be printed on each invoice and **no exceptions will be made.**
- Students enrolling mid-term can receive the discounted rate by paying **within 7 days of enrolment.**
- Term fee invoices will be handed to students in approximately the third last week of the previous term and uncollected invoices will be posted out during the second last of week.

Payments can be made by **Cash, Cheque, EFTPOS, Credit Card** and **Bank Deposit**. **CREDIT CARD PAYMENTS WILL ATTRACT A SURCHARGE.**

PLEASE NOTE: Accounts are considered overdue at the beginning of WEEK 5 and a \$20 late fee or 12% per annum interest charge may apply.

Payment can be made via instalments in extenuating circumstances. Please contact the office to make instalment arrangements.

For the full terms and conditions of enrolment, please see the 2017 enrolment form.

2017 End of Year Concert Performances

There will be **4** concert performances in 2017:

Concert 1: Saturday, Dec 9th @ 11:00am. **Concert 2:** Saturday, Dec 9th @ 4:00pm. **Concert 3:** Sunday, Dec 10th @ 11:00am. **Concert 4:** Sunday, Dec 10th @ 4:00pm.

- Creative Dance classes will participate in **one concert only**. Specific concerts are stipulated on page 1 of this timetable.
- All classes will participate in **two concerts only**. (Except for selected Intermediate and Open age classes). Either **CAST A - Concerts 1 & 4 Only** or **CAST B - Concerts 2 & 3 Only**.
- Pom, VCE dance and RAD Exam classes will not participate in the end of year performances.
- Each class will perform 1 routine per concert. All students are also invited to participate in the 'FINALE' dance as well.
- **WHEN YOU SELECT YOUR CLASSES PLEASE BE AWARE OF THE CAST THAT YOU HAVE SELECTED. (CAST A - Concerts 1 & 4 Only / CAST B - Concerts 2 & 3 Only)**

Photo Day 2017 Sunday, November 12th 2017 @ The Edge Studios, 9:00am to 5:00pm. The running order will be posted at the beginning of Term 4 2017.

Dress Rehearsal 2017 Tuesday, December 5th 2017. **(No formal classes during this week)**

Creative Dance: 10:00am to 11:30am.

Primary: 4:00pm to 5:15pm.

Sub-Junior: 5:15pm to 6:45pm.

Junior: 6:45pm to 7:45pm.

Senior: 7:45pm to 10:00pm.

Performance Costumes

Each class will have one costume for their end of year performance. Most costumes range between **\$90.00 and \$150.00** each and are made by fully qualified dressmakers.

During the year, deposit payments are required to cover the cost of material purchase and costume making.

Term 2: \$60.00 **Term 3:** \$40.00 **Term 4:** Balance or Credit.

Students whose costumes are less than \$100.00 will receive a credit on their Term 4 invoice.

These costume deposits are **NON-REFUNDABLE** and **DO NOT** attract an early payment discount.

*** Please note that The Edge reserves the right to correct errors and omissions at any time. The latest version is available at: www.theedgeperformersschool.com.au ***

OFFICE HOURS: Mon/Fri 9am-4pm, Sat 9:30am-2:30pm, Sunday CLOSED

PAYMENT: Cash, Cheque, Direct Debit, EFTPOS/Credit Card (in person or by phone during office hours only).

Surname: _____ First Name: _____ DOB: _____

Address: _____ Suburb: _____ Post Code: _____

Home Phone: _____ Mobile: _____ Age as at 1/01/2017: _____

Email (PLEASE PRINT CLEARLY): _____

Parent/Guardian Names: _____

Pre Existing Medical Condition /Allergies: _____

Emergency Contact Name: _____

Relationship: _____ Emergency Contact Number: _____

Please Tick Your 3 Main Goals For 2017:

- Fun & Friendship Improve Fitness Improve Strength Improve Flexibility
 Trying New Styles Focus on Performing/Competitions Improve Technical Skills
 Improve Posture, Alignment & Co-Ordination Challenge Your Ability Level

How Did You Find Us?

- Our Website Google Local Paper School Word Of Mouth Family

Class Enrolments:

1. Class: _____ Day: _____ Time: _____
2. Class: _____ Day: _____ Time: _____
3. Class: _____ Day: _____ Time: _____
4. Class: _____ Day: _____ Time: _____
5. Class: _____ Day: _____ Time: _____
6. Class: _____ Day: _____ Time: _____
7. Class: _____ Day: _____ Time: _____
8. Class: _____ Day: _____ Time: _____

Parent/Student Declaration:

I, _____ as parent/guardian of _____, hereby agree to all the **terms and conditions** as set by **THE EDGE Performers School P/L** and understand that no liability will be taken for loss or damage of property, or any physical injury caused whilst at The Edge premises. The Edge may use my name & photo in all marketing materials including: The Edge Website, Dance Magazines, Advertisements, Newspaper Advertisements, Social Media, Information Booklets & Concert programs.

Signature: _____ Date: _____

(Parent/Guardian to sign if under 18 years)

OFFICE USE ONLY

Commenced:
Deposit:
Invoiced:
Notes:

Enrolment/Fee Policy

- 1.1 A non refundable **\$10.00** deposit applies for each class to secure the position.
- 1.2 Enrolments are for the **whole of 2017** and are invoiced per school term. Enrolments **do not roll over into 2018**.
- 1.3 Term fee invoices will be issued in the 2nd last week of the previous term. Accounts are due to be paid by the **1st week** of each term.
- 1.4 The discounted fee rate **ONLY** applies to payments received and made in full by the **specific date indicated on each invoice**.
- 1.5 Students that enrol after the beginning of the term will be eligible for the discounted rate if paid up within **7 days of enrolment**.
- 1.6 All accounts must be settled by the first class of term or the **greater of a \$20.00 administration fee (per term) or 12% P/A interest charge** will apply immediately.
- 1.7 Students with overdue accounts will be in danger of losing their enrolment position, can not collect costumes and can not participate in the end of year performances.
- 1.8 If you are unable to pay fees within the above time allocated alternate arrangements can be made. Requests for instalments or deferred payments must be made to the office in writing.
- 1.9 Extremely overdue accounts will be placed in the hands of a **debt collector** if no prior arrangement has been agreed by The Edge.
- 1.10 Dishonoured cheques will attract a **\$25 administration fee**.

Un-enrolment Policy

- 2.1 Student's wishing to un-enrol during the year for any reason **MUST NOTIFY THE EDGE IN WRITING OR VIA EMAIL. (Verbal advice to staff/teachers and phone messages are not acceptable)**
- 2.2 **Students will continue to be invoiced for all classes until written confirmation of un-enrolment is received.** This is due to a place being held for the student, preventing another student from taking that place.
- 2.3 Any transfer of fees which the student may be eligible for, will only be considered after written confirmation of un-enrolment has been received by the our office.
- 2.4 Any outstanding fee or costume balances will be payable immediately upon un-enrolment.
- 2.5 As enrolments are for the entire year, any student not returning for the following term **must notify the office in writing. Students will continue to be invoiced for all classes until written confirmation of un-enrolment is received.**

Refund Policy

- 3.1 Prior to commencement of the term/year, a full refund will occur only if the class is cancelled or postponed.
- 3.2 After **1/2/2017** No Refunds will be given to students.
- 3.3 In some cases of illness, injury or absence, deferment of fees can be organised provided the office is notified prior to the absence or when the injury/illness first occurs. **Refunds/deferments will not be granted if The Edge is notified after the student has returned.**
- 3.4 Students are encouraged to attend make up classes within the same term where positions are available.
A **maximum of 3 make up classes** per term only. Students may also not be able to participate in the entire class due to choreography previously learnt.
- 3.5 In extenuating circumstances a refund may be given however a \$20 administration fee will apply.

Notice Board Policy

- 4.1 It is the responsibility of parents and students to peruse the noticeboard on a weekly basis, collect any notices from reception and check the website for relevant dates and information. www.theedgeperformersschool.com.au
- 4.2 If the office is unattended, please utilise the office mailbox for payments and other correspondence whenever possible (**NO CASH**).

Injury/Medical Condition Policy

- 5.1 It is the student's responsibility to notify their teacher in the event of injury/medical condition during or prior to class.
- 5.2 All medical conditions need to be reported to the office and teaching staff prior to the student commencing class.
It is the parents and/or students responsibility to inform staff of any medical conditions which may effect the students tuition.
- 5.3 The first aid box is available via class teachers and office staff. Due to government regulations, we are unable to provide anyone with Panadol or equivalent medication.

Costume Policy

- 6.1 Students enrolled at **01/05/2017** who have not formally notified The Edge that they **will not participate in the end of year performances** will be liable for all costume fees associated with that class. The Edge begins ordering costumes and material from this date.
- 6.2 Instalments for each costume required for the end of year performances will be invoiced in terms 2 & 3. Balances invoiced term 4.
- 6.3 **In the case of un-enrolment or deferment, please beware that the costume deposits will not be refundable or transferable after 01/05/2017 if payment has been received.**
- 6.4 If a student has terminated their enrolment after **01/05/2017** the **full balance due for all costumes will still be invoiced and payable.**
- 6.5 Costumes will not be released to students at the end of the year who have outstanding accounts.
- 6.6 Full costumes (costume, hair, makeup and head pieces) must be worn on stage. Students with incomplete costumes will miss out on performing in that show.

Concert/Competition Policy

- 7.1 It is not compulsory for a student to be involved in the annual performances or competitions, however it is encouraged.
- 7.2 Each student participating in the concert is required to attend the full dress rehearsal & photo day.
- 7.3 No parent is able to help backstage/dressing rooms without an authorised backstage pass or working with children pass.
- 7.4 Concert tickets are available once term 4 accounts are paid in full.

Class Attire Policy

- 8.1 All students must be appropriately dressed for each class, with correct foot wear. NO primary or secondary school uniforms to be worn during class. No excess jewellery to be worn.
- 8.2 All students must be appropriately groomed for class, with their hair tied back off their face.
- 8.3 Inappropriately dressed or groomed students may not be able to participate in class activities due to OH&S.