



Terms and Conditions

Enrolment

Enrol online by clicking the 'Enrol' link on our website. Fill out the form and submit online. By enrolling, you acknowledge that you have read and agree to these APS Terms and Conditions. Submitting a completed Student Registration Form will be considered enrolment confirmation.

You must pay the fee for the term when enrolling. Payment is taken once the enrolment form has been completed.

Continuing students: An enrolled student's place is automatically saved for the next term but students MUST re-enrol and pay for the term before it starts to ensure they keep their position. APS requires 2 weeks' notice if a student will not be enrolling in the following term.

You warrant that the information set out in the Student Form is complete and correct, and that their participation in class or performance will not be harmful to the student or to other participants.

You are required to inform Acting Performance Studio if any details in your Student Form have changed.

Attendance and Behaviour

Students are expected to arrive on time and in appropriate attire (clothes the student can move freely in).

It is the parent's or guardian's responsibility to ensure that children are collected on time. Acting Performance Studio does not maintain an after-care service.

Students are expected to bring a water bottle, pen, notepad and any handouts the teacher has provided and asked the student to bring. If appropriate, all students are expected to sign in to the buildings upon entry and attendance is dependent on restrictions of entry to our venues.

At Acting Performance Studio, we pride ourselves on creating a fun, safe and respectful class environment. Students must respect the physical and emotional privacy of others, must not swear, use disrespectful or inappropriate language or bully. Inappropriate discussions regarding topics such as alcohol, drugs and explicit matters will not be tolerated. Any offending student whose behaviour is repeated may be excluded from the class and may not be permitted to return, at Acting Performance Studio's discretion.

If any food is brought into our venues, we would ask that it be nut free. We are accommodating for our staff and any students that may have any issues and we ask people to be considerate and assist us in keeping our venues safe for all.

If you/your child is unwell, please DO NOT bring them to class. We would ask you to be considerate of our staff and the other students and remain at home until you are well. Management has the option to offer a make-up class but the conditions of a make up class are below and must be adhered to.

Fees

The fee payable for the term will be set out on our website and payable on enrolment.

APS will give a discount of 5% off the fees for the second student from the same immediate family and household, and a discount of 10% off the fees for the third or more students from the same immediate family and household. Please contact the office on info@apstudio.com.au to obtain a voucher for the discount after you have enrolled your first child.

Payment

Payment may be made via our website when enrolment is being completed.

You must pay the fee for the term up front when enrolling.

Fees are not refundable.

Missed lessons

No refunds are available for cancellations or missed lessons.

With the structure of the classes, it may be difficult to be able to offer a make up class. A make-up lesson is only available to be taken within the same term, subject to availability at our discretion, and your entitlement cannot be carried over.

To arrange a make-up lesson, please telephone (03 9078 1454) or email Acting Performance Studio at info@apstudio.com.au at least 24hours before your lesson to cancel a lesson for any reason and to nominate preferred dates and times for the make-up lesson.

Once cancelled, your original time will not be available to you. When we confirm availability of one of your preferred dates and times for your make up lesson, you cannot change this.

Changes to classes

Acting Performance Studio has the right to alter advertised classes, times, days, and fees at any time. Although it will use its best endeavours to give reasonable notice of any alterations, the student will have no claim in respect of any such alteration.

Children

Parents and guardians are not permitted in class except by specific invitation. Parents are welcome to wait for their children in the front foyer of the Moorabbin venue when necessary

(particularly parents and guardians of younger students). Please note that QR Codes are in use and any person onsite MUST sign in.

Drop offs and pickups are advised and encouraged to avoid office congestion and possible student distraction. Some courses offer an end of term parent/guardian and family performance (subject to COVID restrictions and rulings at the time).

Liability

Acting Performance Studio and its staff exclude all rights, remedies, guarantees, conditions and warranties which may otherwise apply to the services we provide you, to the fullest extent permitted by law. Acting Performance Studio does not accept any liability for personal injury or death, property damage or loss sustained by any student, however caused.

Medical Consent

You authorise Acting Performance Studio and its staff in charge to take any action deemed necessary in the case of an emergency. This includes medical attention if needed, for which you shall bear all costs involved, and you indemnify Acting Performance Studio against all costs, expenses and liability.

Students who are children may not be in possession of any medication, other than an Asthma Inhaler or EpiPen. Management would ask parents to ensure students do not bring any medication to class (for example – Panadol) to self-medicate unless it is a requirement for their health and safety (such as Asthma Inhalers or EpiPens).

Newsletter consent

The student/nominated guardian will automatically be signed up to our newsletter, sent out during each term. The newsletter contains information on upcoming APS performances, rehearsals, important updates and upcoming workshops or courses. We recommend keeping this subscription, but you can opt-out at any time by unsubscribing.

Privacy

We keep your personal details private.

Policies

Our policies as amended from time to time, apply to this agreement. They may be found on our website.

Covid-19

We care about the health and safety of our students and staff. We adopt strict safety measures and follow government advice and requirements which may change over time. We require all visitors to comply with directions as a condition of entry into our premises and venues. Non-

compliance of these restrictions will mean refusal of entry to our premises and venues. Government restrictions as of the beginning of 2022 states that “All patrons over 18 years of age MUST have a copy of their COVID-19 vaccination or be able to sign in with the relevant QR codes and prove their vaccination or have a medical exemption”. This requirement stands unless changes are made.

Photographs/Film Consent

You authorise permission of photographs or film taken of a student. By ticking the box for consent when enrolling, you are giving us permission to be able to take photographs or film the student during class time and while performing. We may utilise these in our marketing or on our website and social media platforms and will do so without the students receiving any notification or compensation. We will not use any footage taken for outside sources and we will not provide permission to any other person/company to take our pictures or footage for their use.