

**The Showbiz Academy Stage School**  
**Terms & Conditions & Code of Conduct**  
**Drama & Jazz Grades Classes**

The Showbiz Academy's Terms & Conditions / Code of Conduct is in place in order to help students to learn in an orderly and non-disruptive environment. We request that all parents, students & teachers read & follow our Code of Conduct.

1. A registration fee of €20 per child is required to secure the place. Please note it is non-refundable in the event of a cancellation/no show. Grade Class fees are charged at a rate of €50 per 5 week term. Fees are due on the first day of each 5 week term. Please note there is no discount or refund of term fees if your child is absent from class or finishes mid-term. We do not offer a skip term facility.
2. Your child will need a uniform for class. Students must wear their uniform to class and dance shoes (Jazz class only) must be brought to class each week. We suggest you wait a couple of weeks until your child settles into the class before ordering any uniform items.
3. Our annual exams are with the Irish Board of Speech & Drama / The Irish Board of Dance Performance. Students are put forward for the exams at their teachers' discretion once the teacher deems they are ready to take the exam. Exams are not compulsory.
4. Students should arrive to class on time and are the responsibility of the school during class time only. Students must not use their mobile phone during class time. Should you need to use your phone to contact a parent or guardian you must inform your teacher first.
6. Parents should contact the school if a student will be absent from class. Attendance is very important particularly when approaching show or exam time.
7. Students are not permitted to take any photographs or videos of class time and The Showbiz Academy take no responsibility for any recordings/photographs taken before or after class time. The Showbiz Academy will from time to time take photographs/video footage for promotional use, shows and/or castings. We will respect the wishes of any parent or guardian who does not wish to have their child included in photographs or videography.
8. Our Child Protection Policy is available for any parent who wishes to obtain a copy. Please email [theshowbizacademy@gmail.com](mailto:theshowbizacademy@gmail.com).
9. It is necessary at times for teachers to make a physical correction on a dancer in order to assist their dancing technique or to prevent an injury.

Students, parents & teachers are expected to be kind and respectful to each other in our classes. Bullying in any form will not be tolerated by any party. We expect all students to act in a respectful and responsible manner when on an outing or when representing the school. We reserve the right to inform a student that he/she should seek instruction elsewhere if their behaviour or that of a parent or guardian is disruptive or disrespectful in any way.