



Principal: Saskia Turner MSFD

Level 1, 35 Front Street  
 PO Box 670 Mossman QLD 4873  
 Ph/Fax: 07 40983921  
 email: info@bodiesinmotion.net.au  
 website: www.bodiesinmotion.net.au

## Enrolment Form

|                        |                        |
|------------------------|------------------------|
| Student Name:          | DOB:                   |
| Postal Address:        |                        |
| Student Email:         |                        |
| Home Phone:            | Student Mobile:        |
| Mothers Name:          | Fathers name:          |
| Mothers Business name: | Fathers Business name: |
| Mothers Mobile:        | Fathers Mobile:        |
| Mothers Work:          | Fathers Work:          |
| Mothers Email:         | Fathers Email:         |

*\*\*Please note: All correspondence will be sent to the above email addresses. If you would prefer a paper copy, please check the box:*

|                                  |                   |
|----------------------------------|-------------------|
| School attending:                | School Grade:     |
| Allergies or Medical conditions: |                   |
| Alternative Emergency Contact 1: | Contact 1 Number: |
| Alternative Emergency Contact 2: | Contact 2 Number: |
| How did you hear about us:       |                   |

What classes are you interested in:

|                                            |                                      |                                               |                                                  |
|--------------------------------------------|--------------------------------------|-----------------------------------------------|--------------------------------------------------|
| Jazz <input type="checkbox"/>              | Tap <input type="checkbox"/>         | Contemporary <input type="checkbox"/>         | Commercial Jazz <input type="checkbox"/>         |
| Ballet <input type="checkbox"/>            | Hip Hop <input type="checkbox"/>     | Vocal (if available) <input type="checkbox"/> | Dance & Play <input type="checkbox"/>            |
| Dance Prep <input type="checkbox"/>        | Kindy Dance <input type="checkbox"/> | Mummy & Me <input type="checkbox"/>           | Adult Tap <input type="checkbox"/>               |
| Boys only program <input type="checkbox"/> | Performance <input type="checkbox"/> | Eisteddfod <input type="checkbox"/>           | Adult Jazz Funk Hip Hop <input type="checkbox"/> |

### Conditions of Enrolment

- Enrolment forms must be completed for all students, and signed by a parent / guardian over the age of 18.
- **Agreement of the Bodies in Motion Dance Schools fee policy (please see reverse / below)**
- Correct uniform, punctuality and consistent attendance are to be strived for at all times.
- Students are to show courtesy to teachers, fellow students and parents of students **at all times**.
- Jewellery and other valuables should not be brought to class. Bodies in Motion Dance School take no responsibility for personal property.
- In case of an emergency, if parents or alternative parties cannot be contacted, Bodies in Motion will seek the relevant medical advice.
- All photos and video footage of students engaging in Bodies in Motion Dance School activities remain property of Bodies in Motion and may be using for promoting and advertising purposes. Please advise if you do not wish for your child's image to be used. I agree  I disagree
- All students will adhere to the Bodies in Motion Dance School Handbook Guidelines at all times.

By signing this enrolment form, I agree to the above Conditions of Enrolment

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



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## FEES POLICY 2014

- Accounts for each term will be sent prior to the commencement of every term
- New enrolments will have their accounts mailed / emailed within one week of enrolment
- ALL accounts must be finalised within 14 days of invoice date *unless* a payment agreement is in place
- Payment of the \$25 insurance levy to be paid on enrolment
- Late payment will result in a penalty charge of 10% of the remaining balance if fees are not paid within 14 days of invoice unless a payment agreement is in place
- **Full payment or payment arrangement of Term Fees and insurance is to be made before the due date of each term.** Students with outstanding fees will be notified and **have their enrolment suspended**, until full payment is received or other arrangements been made.
- Discounts are available for families taking 2 or more classes and multiple classes.
- Cancellation of private lessons MUST give 24 hours notice. All cancelled classes giving less notice will forfeit fees charged and entitlement to a make up class. The class can be made up at the principal's discretion
- No refunds will be given if students decide to cease classes after the sixth week of each term
- Costume fees are non refundable after the end of second term if students cease their enrolment. The final instalment will be payable in third term and the child will receive the costume once received by the studio. This is to cover the costs outlaid by the studio to buy the costume!
- Overhead costs continue regardless of attendees, therefore no refunds will be given for missed classes due to decisions of a personal nature (i.e. family dinner, grandparents visiting, short holidays etc) . If cancelled by the teacher, a make up class will be offered or a credit on the following term's account will be given.
- Parents who opt out of paying full term fees due to their child being away are liable to pay casual class fees as set out in the casual class fee structure

I thank parents and students for their understanding and remind everyone that the running of the school to the highest standard depends on the financial support of ALL students and parents.

Yours truly,  
Saskia Turner (Principal)

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### Bodies in Motion Dance School FEES POLICY 2014 Agreement

Name Child/Children enrolled: \_\_\_\_\_

I \_\_\_\_\_, consent to the above fee policy and agree to abide by these terms.

Signature \_\_\_\_\_

(Must be signed by person responsible for paying fees)

Date \_\_\_\_/\_\_\_\_/2014

Witness \_\_\_\_\_