

MAGICAL TOTS DANCE & MAGICAL DAYS THEATRE SCHOOL

Terms and Conditions

THESE TERMS AND CONDITIONS MUST BE ACCEPTED BY ALL PARENTS/CARERS. BY SIGNING UP TO MAGICAL TOTS OR MAGICAL DAYS CLASSES AND ATTENDING YOUR FIRST CLASS YOU ARE HEREBY AGREEING TO THE BELOW TERMS AND CONDITIONS.

FEE PAYMENT

- Fees cover one full half term (typically 5, 6 or 7 weeks). Dates for the term will be confirmed on your booking details. Discounts or refunds will not be given for classes missed by your child. *You are welcome to make up your missed classes at another venue that week, but this must be pre-arranged with Miss Amy or Miss Roisin prior to the class so that your child can be added to the appropriate register. **This is limited to two classes per term and applies to Magical Tots community classes only.***
- We offer a two-week trial to new customers only. This must be booked via our website, where you will be re-directed to our booking platform - Book That In.
- Once you have completed your two week trial, you will receive an email from our booking system to sign up for the rest of the term.
- Alternatively, new customers can sign up for a full term of Magical Tots or Magical Days Theatre School via our website without completing a two-week-trial.
- When joining, all parents/carers should complete the registration form on our booking platform, along with paying the fees to secure their space. It is the responsibility of the parent/carer to ensure their child's details, including emergency contact numbers, are kept up-to-date on our booking system.
- At Magical Tots and Magical Days Theatre School, we use an auto-enrolment booking system. Following sign up, your child will be automatically re-enrolled for each term. Towards the end of a term, you will receive an email 14 days before the next term's fees are due to be taken from your payment card saved on our booking system. If you do not wish to continue classes, you need to follow the instructions on this email to cancel your space. If you do wish to continue classes, your payment card will be automatically charged (14 days after the email is sent) and your child's space will be auto-enrolled for the next term in their current class.
- All fees should be paid in full prior to the first class of the term.
- The only method of payment for our community classes is through our booking system. Exceptions are our Magical Tots Parties and School/Nursery sessions where payments will be invoiced and should be paid via BACS transfer.

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- All fees are non-refundable. If a pupil has a long-term illness or injury, fees may be refunded at Miss Amy's discretion. This does not include minor illness or holidays taken during the term.

CLASSES AND ATTENDANCE

- Parents/carers of children aged 6 years old and under must remain in the dance studio/hall at all times throughout our community classes whilst their child is in attendance of a Magical Tots Dance class (this does not apply to Magical Days Theatre School or Magical Cheerleading Club classes).
- When delivering classes in schools/nurseries (including school or nursery organised after school clubs) a member of staff from the Nursery or School must be present on site when a Magical Tots dance class or Magical Days Theatre School class is taking place.
- Parents/guardians must remain in the party room/location with their child when a Magical Tots dance party is booked and taking place.
- On the rare occasion that a class is cancelled, it will be rescheduled**, usually at the end of a term, during the school holidays, or the time will be split up and added onto the end of your next classes. If this is not possible, any fees already paid for the scheduled class will be subtracted from the next term's fees or refunded* (*at the discretion of Miss Amy) (**this does not apply to classes cancelled for circumstances beyond our control).
- Magical Tots Dance/Magical Days Theatre School will not be held responsible for classes cancelled for circumstances beyond our control. If it is necessary to cancel a class due to adverse weather conditions/a force majeure, class fees will not be refunded and the class will not be rescheduled.
- Parents/carers must do their utmost best to get their child to class on time. Where possible, please arrive 5 minutes early to get your child in their dance shoes/remove outdoor footwear.
- Magical Days Theatre School/MCC: Students of Primary School age must be collected from the studio/hall/exit by a parent/guardian. The teacher must be informed if persons other than the child's parent or legal guardian will collect the child.

CORRECTIONS

- Dancing is a physical skill and in order to help and facilitate the student's learning, the teacher may physically guide a movement by touch. This will be in a professional manner and the intention of the contact will be made clear. Please contact Miss Amy if you have any queries about this.

UNIFORM AND APPEARANCE

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- We ask all Magical Tots to wear comfortable clothing to class that they can move confidently in.
- Magical Tots t-shirts can be purchased and worn for classes. T-shirts are smart and comfortable and help Magical Tots to feel confident in their surroundings. T-shirts can be purchased on our booking platform when booking your space or through your class teacher or by emailing - hello@magicaltots.co.uk
- Magical Tots are encouraged to express themselves and be imaginative; tutus and magical capes are provided for the children to wear on top of their clothing. The children are also welcome to wear their own tutus etc to class.
- Following their two week induction trial, all **Magical Cheerleading Club (MCC)** members should purchase and wear their full MCC uniform to every session, practise, rehearsal and performance. This includes all black trainers.
- **Magical Days Theatre School students** should wear black clothing suitable for dancing in - e.g. black leggings and a black top. Magical Days t-shirts can be purchased and worn for classes. T-shirts are smart and comfortable and help Magical Days students to feel part of our theatre school community. T-shirts can be purchased on our booking platform when booking your space or through your class teacher by emailing - hello@magicaldaystheatreschool.co.uk
- **Magical Days Summer School Only:** Magical Days t-shirts will be provided for the children to wear for the showcase on the final day and any subsequent performances.
- Footwear or barefeet is required for all classes, even during our trial sessions. Ballet shoes or jazz shoes are recommended, but trainers are also suitable. **Children should not dance in socks/tights alone.**
- Some classes are invited to bring tap shoes to wear for the tap element of the dance class (these classes are informed on the booking details when booking their class). The class teacher will inform the students when to put their tap shoes on/take them off.
- For safety reasons, jewellery must not be worn in lessons.

BEHAVIOUR, ETIQUETTE AND DECORUM

- The **Magical Tots Dance & Magical Days Theatre School Code of Conduct** must be adhered to at all times:

We expect all dancers and parents/carers to:

- respect all teaching staff;
- treat all other pupils as you would wish to be treated yourself;
- come to every class with a positive attitude;
- always ask for help if you need it;
- consistently try your best;
- wear correct clothing and footwear;

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- Please see our dance etiquette poster for further details (can be found at the end of this document);
- No food or drink should be brought into class with exception of bottled water.

HEALTH

- Please notify the owner, Miss Amy, and your class teacher of any medical issues or learning difficulties that may affect your child's learning, however big or small it should be. This can help us to help them.
- Any injuries should be discussed with the teacher prior to, or at the beginning of class.
- Please refer to NHS Guidance and our illness policy on illness - please follow the 48 hour rule if your child has a sickness bug.

CERTIFICATES AND SHOWS

- All Magical Tots who attend our community classes will work towards achieving their end of term certificate. Students must attend a minimum of 3 classes in a term to receive their certificate.
- Magical Tots: Each week, your class teacher will choose two '*Star Dancers*' who they feel have tried exceptionally hard - they may have overcome a challenge with determination or performed a fantastic dance move/ technique in class that week. These two children will receive a '*Star Dancer*' sticker. Please help your child to understand that they are all shining stars and highlight how the reward scheme is fair - every dancer will each have their week to be the '*Star Dancer*'.
- In order for your child to perform in our optional bi-annual Summer dance show, they must have attended termly classes consistently from the January of the year of the show. The term leading up to the show, Magical Tots must attend class every week (term time) to rehearse their routines, unless they are unable to attend due to illness or a pre-booked holiday. There will be an admin/sign-up fee in addition to a charge for costumes and tickets should you wish your child to participate in our summer show.
- Parents/guardians must follow our photography/video policies as indicated on our Social Media Policy regarding taking and publicising show photographs/video footage online.

LOST PROPERTY

- Parents/carers are responsible for their own property and bring items at their own risk. Magical Tots Dance/Magical Days Theatre School does not accept responsibility for any items lost or stolen.

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PHOTOGRAPHY

- Magical Tots Dance/Magical Days Theatre School may wish to take occasional photographs or videos of Magical Tots dancers/Magical Days Theatre School students for advertisement (where permission has been given on a registration/booking form). The use of these can include our website, social media and printed material. Please see our Privacy Policy and Social Media Policy for more information.

MISCELLANEOUS

- Magical Tots Dance & Magical Days Theatre School timetable may be subject to change. Parents/carers will be notified of any changes.
- Dancing is a physical activity and contains a certain amount of risk. Students taking part in any of our classes or events run by Magical Tots Dance do so at their own risk.
- Parents/Guardians/Schools/Nurseries should familiarise themselves with our policies including our Social Media Policy, Health & Safety Policy, Privacy Policy and Child Protection & Safeguarding Policy (available on our website). By signing up to/booking Magical Tots/Magical Days Theatre School you are subsequently agreeing to follow and adhere to our policies named above and terms & conditions as outlined in this document.
- If students and/or parents break the terms and conditions, they may be asked to leave by the owner and no refund given.
- Any queries and complaints should be addressed to the owner, Miss Amy, only.
- Our Safeguarding and Child Protection Policy is available on request. Please contact Miss Amy for more information.

Please see below for Magical Tots Dance Class Rules attachments.

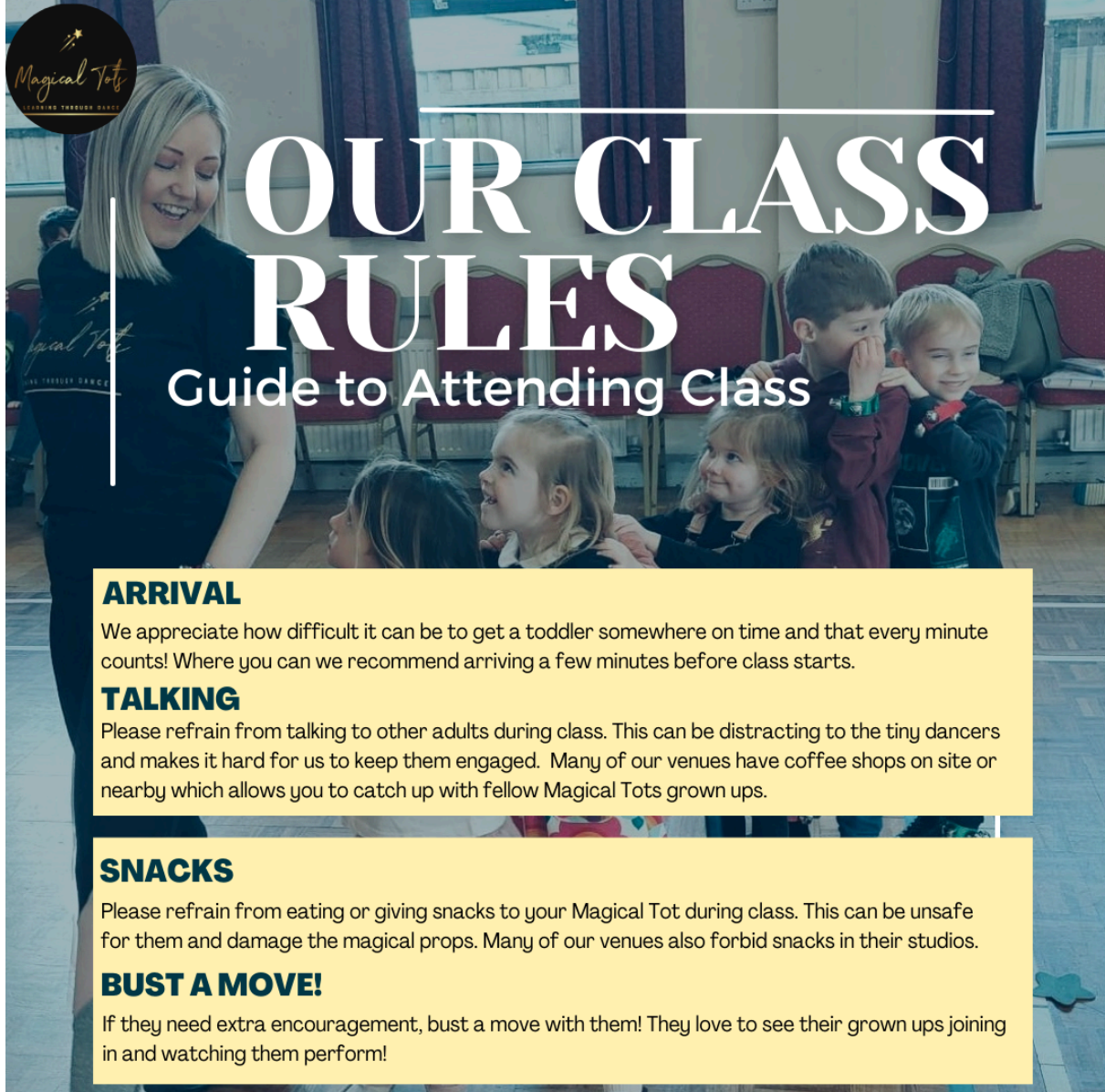
Magical Tots Dance/Magical Days Theatre School rules are designed to enhance your children's learning and enjoyment of the dance experience and help maximise their full potential.

If you have any queries regarding our policies, please contact the owner, Miss Amy - hello@magicaltots.co.uk or hello@magicaldaystheatreschool.co.uk

MAGICAL TOTS DANCE & MAGICAL DAYS THEATRE SCHOOL

Role: Magical Tots Dance Founder & Magical Days Theatre School Founder

Date: October 2022, Reviewed: February 2024, August 2024, September 2025, September 2026



OUR CLASS RULES

Guide to Attending Class

ARRIVAL

We appreciate how difficult it can be to get a toddler somewhere on time and that every minute counts! Where you can we recommend arriving a few minutes before class starts.

TALKING

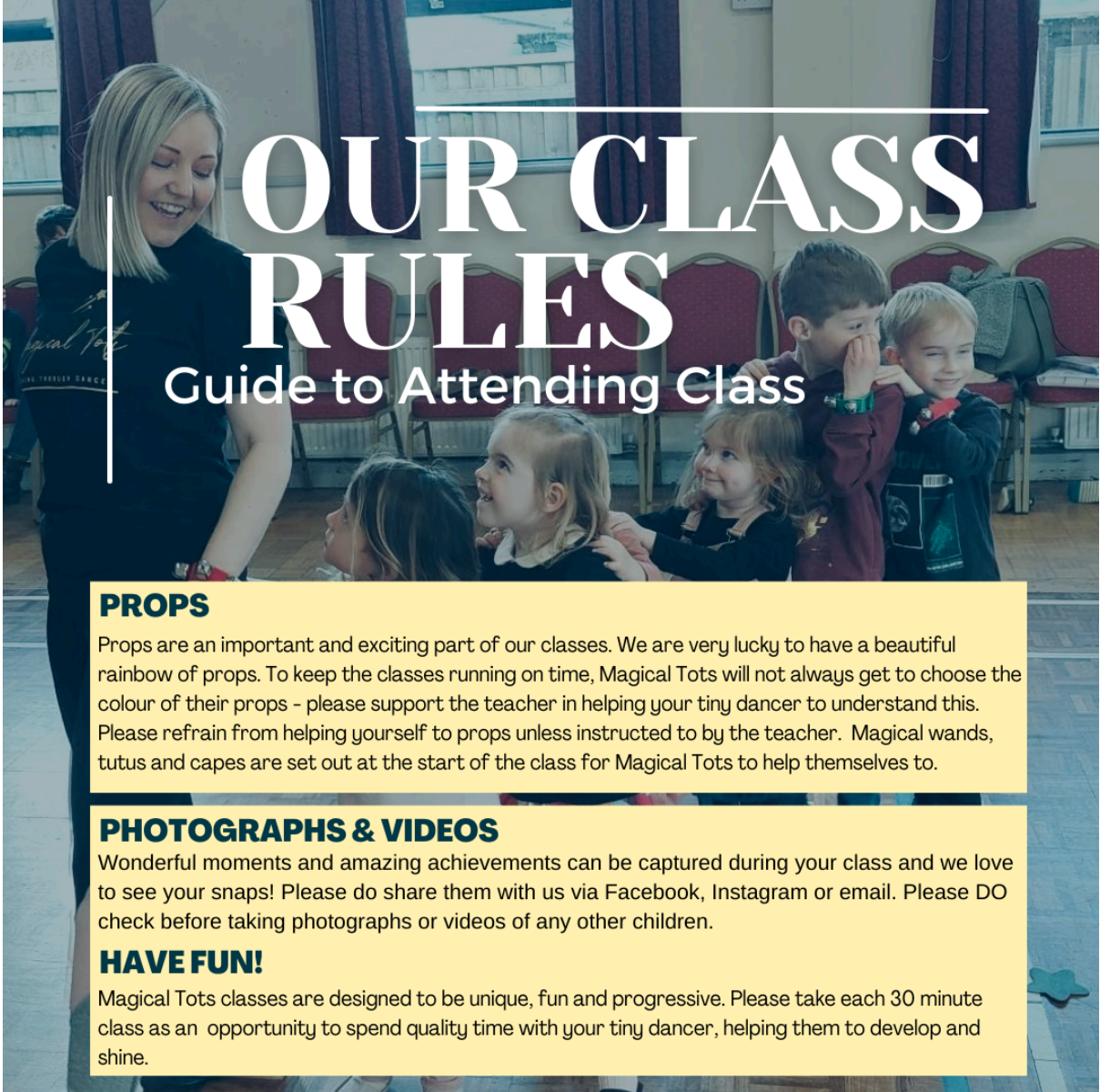
Please refrain from talking to other adults during class. This can be distracting to the tiny dancers and makes it hard for us to keep them engaged. Many of our venues have coffee shops on site or nearby which allows you to catch up with fellow Magical Tots grown ups.

SNACKS

Please refrain from eating or giving snacks to your Magical Tot during class. This can be unsafe for them and damage the magical props. Many of our venues also forbid snacks in their studios.

BUST A MOVE!

If they need extra encouragement, bust a move with them! They love to see their grown ups joining in and watching them perform!



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PROPS

Props are an important and exciting part of our classes. We are very lucky to have a beautiful rainbow of props. To keep the classes running on time, Magical Tots will not always get to choose the colour of their props - please support the teacher in helping your tiny dancer to understand this. Please refrain from helping yourself to props unless instructed to by the teacher. Magical wands, tutus and capes are set out at the start of the class for Magical Tots to help themselves to.

PHOTOGRAPHS & VIDEOS

Wonderful moments and amazing achievements can be captured during your class and we love to see your snaps! Please do share them with us via Facebook, Instagram or email. Please DO check before taking photographs or videos of any other children.

HAVE FUN!

Magical Tots classes are designed to be unique, fun and progressive. Please take each 30 minute class as an opportunity to spend quality time with your tiny dancer, helping them to develop and shine.