



SOPHIE GALLIE
Dance Academy

Sophie Gallie Dance Academy Class Terms and Conditions

1. Signing Up
 2. Student & Parent Code of Conduct
 3. Fee's and Payment
 4. Child Absence's
 5. Class cancellation's or Re-Scheduling
 6. Handing in Notice
 7. Zoom Classes
 8. COVID-19
 9. Contact
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1. Signing Up to SGDA Classes

Signing up to our SGDA classes couldn't be easier. Simply head over to our booking website: <https://sgda.class4kids.co.uk>

2. Student & Parent Code of Conduct

By payment of your child's fees you adhere to all SGDA Terms & Conditions. You can check out our full policies here: <https://www.sgda.org.uk/policies>

3. Fee's and Payment

All fee's are due two weeks prior to a new term commencing and should be paid in FULL by the start date of the term.

Through our online system invoices will be generated onto your child's account and payment can be paid using the PAY NOW button collect via GoCardless. Alternatively you can use SGDA's BAC's details.

Late payments will incur a 10% late fee added to their invoices after one month from the start of term.

If your bills remain unpaid, your child will lose their place within the school and they will be unable to attend any further training classes until all fee's are paid and cleared in full. Legal action may be required should outstanding bills remain unpaid.

4. Child Absence

Should your child be unable to attend a session for whatever reason, you should notify your school Principal especially if your child has a contagious illness. You can do this via email, text message or phone call. Any missed session you are responsible for will not be refunded or carried across to another session or term.

5. Class Cancellations or Re-scheduling

We try our very best to avoid cancelling class where possible but in the unfortunate event we do (i.e. pandemic, illness, unpredictable weather conditions) we will always do our best to continue the timetable as normal via the means of ZOOM classs, or re- schedule and add onto an extra term or deduct the cost from a new term.

We do not offer refunds for any classes cancelled.

6. Handing in Notice of Leave

Should your child wish to stop attending sessions, half a terms notice (6 weeks) is required in writing (this can be in email form).

If we do not receive half a terms notice, half a terms fees in lieu will be due.
i.e: You will be liable to pay 50% of the fee for the forthcoming term.
This is non negotiable and legal action may be required should outstanding bills remain unpaid.

7. Zoom Classes

Should classes be moved online due to illness, unforeseen circumstances, global pandemic, government restrictions etc there will be no refunds, nor transference of fees to a new term. SGDA will continue to provide high quality dance training via the means of online classes and reserves the right to make any needed timetable alterations, although this will be avoided.

8. COVID-19

If your child tests positive for COVID-19, or is told to isolate by their school or NHS Track and Trace no refunds, nor transference of fees will be made available. Class are streamed on a weekly basis from the studio via Zoom and so you child/ren should continue their training via Zoom Streaming.

9. Contact

Office hours are Mon, Tues, Friday 12:30 - 16:00 and Saturday 16:00 - 17:30.
All correspondence will be attended to during these hours, or at the discretion of SGDA Staff. All correspondence must be via email (sophiegallie@hotmail.co.uk) and any member of the SGDA Team may respond to your correspondence.