



Terms & Conditions

Lessons

- The first lesson is FREE of charge (this does not include 1:1 lessons)
- All lesson fees must be paid at the beginning of the month before the 7th
- A txt reminder will be sent on the 1st of each month and fees will be due within 7 days of the notification
- Classes take place 48 weeks of the year with 2 weeks holiday at Christmas and 1 week holiday in the summer & 1 week at Easter. Dates of these will be posted on the newsletter and on the information board at the studio
- A maximum of 1 class can be cancelled at the start of each month. Any other absences will still need to be paid. You may not cancel on the day unless your lesson takes place on the 1st of the month.
- All classes require a 4 week notice period to leave the studio
- KLS will not carry over fees from any lesson in any month that may have been missed for illness or isolation purposes
- Please make sure you have taken time to read the cancellation policy on the back of this page
- Please ensure you take time to read the newsletter each month to notify you of any class changes & important announcements
- The Principal reserves the right to require the removal of any pupil whose fees are in arrears
- Parents are not permitted to be in the studio whilst the lessons are in progress unless it is observation week. You will be notified of dates in the monthly newsletter & on social media platforms
- Any pupil not able to attend a class should contact the studio beforehand, via telephone or text. If you do not get an answer this may be that there is another class taking place so please send a txt to – 07518 831058
- We have a zero tolerance for bullying & racism at Kitty Langan Studio. Students may be asked to leave if we have reason to believe such act has been performed

Uniform

- Set uniform is required for ALL lessons (please see list)
- Uniform must be purchased within 4 weeks of joining KLS
- Children must attend lessons in FULL uniform at ALL times
- Uniform is available to order from the studio at any time
- Examples of colour & sizes are displayed in the studio reception

Health and Safety

- All parents must complete a student registration form upon joining the Kitty Langan Studio
- A copy of the Health and Safety Policy and Child Protection Policy is available on the website and is displayed at the studio in the welcome book
- CRB & public liability insurance certificates are displayed at the studio.
- Fire instructions, procedures and equipment are clearly displayed at the premises

Examinations

- Students are given the opportunity to take singing examinations: Rockschoo Grades 1-8
- Examination costs are established by the examination body and must be paid prior to the date of the examination or the student will be withdrawn from the examination
- Pupils wishing to take examinations are required to have 100% attendance where possible
- Students may be asked and encouraged to attend additional classes towards their exam

Teachers

- All teachers are qualified and specialist for the classes they teach
- All teachers are fully CRB checked and insured

Festival/Performances

- Pupils will be entered into festivals/competitions/exams at the discretion of the Principal
- Private Lessons and extra rehearsals are required for festival, competition and exam work at additional costs
- The school may perform at annual events to raise money for a fundraising cause each year
- The school will host regular performances at a local theatre & a small partially refunded deposit may be required for all those wishing to take part

Cancellation Policy

Pre-arranged classes cancellations -

I ask for 1 month's notice, especially if cancelling more than one week's worth of lessons. A minimum of two weeks wherever possible please for 1:1 lessons.

*A Maximum of **1 class per month** can be cancelled in advance before the 7th of each month. This rule does not apply in the months of April, August & December as the studio is already closed for easter, summer & Christmas. Any other classes will still need to be paid for. This does not include 1:1 lessons providing they are cancelled within the notice period stated.*

1:1 Lessons cancelled with 48+ hours notice - NO CHARGE

Every effort will be made to reschedule your lesson if necessary.

1:1 Lessons cancelled with 24-48 hours notice -

A CHARGE OF 50% per lesson will be made

1:1 Lessons cancelled with less than 24 hours notice -

A FULL LESSON FEE WILL BE CHARGED



Uniform Policy

Class	Uniform
Performing Arts	Girls: KLS T-shirt & KLS jogging bottoms or black leggings with Jazz shoes/trainers or bare feet Boys: KLS T-shirt & KLS jogging bottoms with Jazz shoes or bare feet Hair: high pony tail with all fly away bits gripped back neatly.
Acro	Girls: KLS T-shirt & KLS black leggings or KLS Shorts with Jazz shoes/trainers or bare feet Boys: KLS T-shirt & KLS jogging bottoms with Jazz shoes or bare feet Hair: high pony tail with all fly away bits gripped back neatly.
Ballet/Contemporary	Girls: Black leotard & pink tights with pink ballet shoes Boys: Black leotard & black tights with black ballet shoes Hair: neat bun with a hair net & all fly away bits gripped back neatly
Street/Commercial	Girls: KLS T-shirt & KLS jogging bottoms with Jazz shoes/trainers or Black daps Boys: KLS T-shirt & KLS jogging bottoms with Jazz shoes/trainers or black dap Hair: high pony tail with all fly away bits gripped back neatly
Jazz/Modern	Girls: KLS T-shirt/Black leotard & KLS jogging bottoms or black leggings with Jazz shoes/trainers Boys: KLS T-shirt & KLS jogging bottoms with Jazz shoes/trainers Hair: high pony tail with all fly away bits gripped back neatly
Tap	Girls: KLS T-shirt/Black leotard & KLS jogging bottoms or black leggings with black tap shoes Boys: KLS T-shirt & KLS jogging bottoms with black tap shoes Hair: high pony tail with all fly away bits gripped back neatly
Private Dancing lessons	All attire is the same as above depending on the style of dance being taught in each private lesson.
Private Singing lessons	No specific attire is requested. However ALL students must remember to bring lyrics/folders to their lesson along with a drink.