

Endeavour Dance Academy

Dance Policies



Dance Principals: Zoe Saunders

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Our Mission

Endeavour Dance Academy aims to provide a friendly, supportive environment that aims to build a successful, fun place for students to express themselves through the dance world. We want to motivate and provide a safe setting for all to feel comfortable.

Qualifications

- DBS
- First Aid
- Child Protection
- Member of Associated Board of Dance
- British Gymnastics trained
- MSc Dance Science
- BS(Hons) Dance and Performance

Venues

The Meeting House Barnt Green
6 Sandhills Road
Barnt Green
Birmingham
B45 8NR

Barnt Green Meeting House Venue Policy

Use of tobacco or other smoking materials: Smoking is not permitted inside the Meeting House. If smokers smoke outside the building they must check that this is acceptable to the Meeting, and must dispose of smoking materials in a fireproof box.

Alcohol: No alcohol is allowed on the premises or grounds

Gambling: Gambling is not permitted on the premises or grounds. This includes Raffles and Lottery promotions, unless specifically agreed in advance.

Damage: Any damage to windows, fabric of the building, furniture, curtains, carpets or equipment will need to be paid for at actual cost of repairs.

Use of kitchen: When using the kitchen please work safely and with consideration for others. The kitchen must be left in a clean and tidy condition with all washing up completed and put away. Items placed in the fridge must be removed when you leave. A cleaning fee will be charged if you fail to do the washing up or leave the kitchen or appliances dirty.

Electrical Appliances: All portable electrical appliances provided in the Meeting House have been PAT tested. If you wish to bring your own mains operated electrical equipment to use, please ensure that it has a current PAT certificate label attached.

Rubbish: All rubbish should be placed in the appropriate waste or recycling bins provided. Larger items should be removed from the premises at the end of your session.

Injury/loss: Visitors use the building (and the car park, if applicable) at their own risk; CEQ Meeting House Management Group does not accept responsibility for injury or loss of possessions.

Car parking: Limited car parking spaces available, please enquire when booking.

Security: The premises must be left secure with all lights, cookers and taps off, and the outside doors locked. Hirers are responsible for their own security whilst in the building.

TV & Wifi: Please note that the Meeting House does not have a TV licence, and any televisions brought into the building must be used only for watching videos/DVDs, and cannot be used for broadcast transmissions. The Meeting House does not have a PRS or PPL license. If the Meeting House offers Wifi, hirers must comply with any instructions provided, and accept responsibility for their own security and safeguarding. Instructions on how to log onto WiFi and the wifi code will be issued on confirmation of your booking.

Rules and regulations

Arrival and collection from class:

It is vital to ensure students arrive promptly and on time for class - this is important to ensure students do not miss the essential warm up to prevent injury. Endeavour Dance Academy reserve the right to refuse participation and ask any student who are more than 10 minutes late and missed the warm-up to observe their class for health and safety reasons.

Students must be collected promptly at the end of their lesson. Endeavour Dance Academy will be responsible for your child only, during their allocated class times. Children must be accompanied to and from the hall/dance space, Endeavour Dance Academy cannot be held responsible for students outside of the studio hall/ dance space. All Students must arrive and be collected from the main hall entrance and exit.

Students under the age of 12 must be accompanied at all times by a Parent/ Carer when waiting for classes. Students under the age of 12 waiting between classes will be required to remain in the studio/ dance space unless accompanied by a Parent/ Carer.

Valuables:

Endeavour Dance Academy does not hold any responsibility for items lost, broken or stolen whilst at Barnt Green Meeting House or any other relevant classes when taking classes or performing elsewhere.

Behaviour:

Students and Parents/ Carers are expected to behave in a respectful and appropriate manner showing due regard to property and other people at all times. This applies at all times in the studio/ dance space, within Barnt Green Meeting House or any other relevant premises when taking classes or performing elsewhere.

Endeavour Dance Academy reserve the right to ask any Student/ Parent/ Carer behaves inappropriately to leave the school.

Watching of classes:

For safety and security reasons and to avoid distraction for all students we are unable to allow parents to watch classes other than on designated watching weeks and at shows. We will be happy to update you on your child's progress at any point in the term.

Illness:

If a child is ill and not able to dance, please do not send them to class. Due to Health and Safety and the health of other students, students who are ill will not be allowed to take part or watch the class. If a child becomes too ill to dance during a lesson, we will phone their parent/guardian and they will need to be collected from dance.

If your child is injured (for example broken arm, sprained ankle) they may be able to watch the class, however, this needs to be discussed with Zoe Saunders.
If your child is returning to dance after a serious illness or injury a disclaimer will need to be signed to ensure your dancer is fit to participate in class.

Class Etiquette

- Arrive on time.
- Wear the appropriate footwear and dance wear.
 - Act in a polite and well-mannered fashion towards teachers and students.
- No food in the dance space.
- Only capped water bottles allowed in the hall no fizzy/ energy drinks.
- No bad language to be used.
- No smoking or drinking alcohol.

Keeping records up to date

Student contact and medical details:

It is the Parents/Guardians responsibility to inform the school of any changes to the students contact or medical details.

It is the Parents /Guardians responsibility to ensure contact and medical details are kept up to date by informing the dancer teachers of any changes.

Medical treatment:

On occasion it may be necessary for Endeavour Dance Academy to obtain medical treatment for a student. By agreeing to the school rules and policies Parents/ Guardians grant permission to Endeavour Dance Academy staff to obtain medical care from a doctor, hospital or emergency service organisation for their named child as such ties deemed necessary for physical health purposes.

By agreeing to the academy rules and policies Parents/ Guardians acknowledge that risk of injury is inherent in any physical activity and long with their child knowingly and voluntarily accept that risk. By agreeing to the school rules and policies Parents/ Carers and students hereby waive and release Zoe Saunders individually, her family and Endeavour Dance Academy from any and all claims or damages of any kind arising out of their child's participation in the exercise and/or dance program of Endeavour Dance Academy.

Class absences:

Where your child is absent for any reason notice must be given to the teachers.

Learning difficulties:

It is vital that teachers are aware of any learning difficulties your child/yourself may have in order to provide the best possible teaching methods for your child's or yourselves needs.

Uniforms

Uniform policy -

To help us reach our best potential when dancing, uniform is required. Uniform will help our dancers look presentable and allow our teachers to critique professionally.

No jewellery to be worn (except for small studs).

School Photography policy

When you give permission (or otherwise) for external use of photographic and video materials, you are consenting to the following:

School shows

In order for the school to provide families with memorable footage of our main shows, a reputable person/company may be arranged to produce DVD'S/photographs. In this case, the school will ensure a disclosure form is applied and authorised before the event takes place.

Publicity

We use photographs of students within our school and advertising posters or social media to give consent and ensure relevance to the school's work and activities.

Payment policy

When training with us we will require monthly payments in advanced, invoices will be sent out with the monthly fees. Therefore if your child is ill or notice is not given in advanced about holidays this money will be non-refundable.

Notice of absence, change or cancellation of classes must be given prior to the monthly invoice being raised. No changes will be made to the invoice once sent and payments must be paid.

All payments will be made via bank transfer.

Possible bad weather disruptions or cancellation of classes

In the event of bad weather, we will make a decision as early as possible as to cancel dance or not. Notices will be sent out via text and email. Notices will also be put on the school Facebook and Instagram. The above procedure will also apply if lessons are cancelled for any other reason. A full refund will be given for any cancelled classes or the money will be rolled over and a credit added to you next invoice.

Data Protection Policy

Personal data is stored in a secure location and paper containing personal data is never left around for the general public to view. Sensitive data that has to be taken out on trips is always transported with care and treated with confidentiality. Any data stored on a PC is password protected.

Public Insurance Liability

The principals of Endeavour Dance Academy have public liability insurance.

Child protection policy

Child protection policy -

As you are aware, in dance, teachers will need to be in physical contact with a child to:

- Show them a lift/movement.
- Align their body & posture to the correct positions in any dance style.
- Move students to particular spacing.

By agreeing to Endeavour Dance Academy rules and policies, parents/carers should understand that verbal manner sometimes will not work in particular dance styles. Our teachers will always correct dancers in a fair manner and will get involved as much as they can to show dancers the ideas they want to come to life! By agreeing to Endeavour Dance Academy rules and policies, parents/carers give Endeavour Dance Academy teachers permission to use physical contact when verbal interaction is not necessary/successful.