



Our Mission Statement

- To teach students of all ages an array of performing techniques, in order to experience creativity and movement.
- To encourage self-expression and self-confidence through discovering the movement of the body and developing vocal techniques.
- To encourage self- confidence, and self-esteem through performance.
- To encourage all students to have fun, whilst learning and discovering the performing arts.

Our school is based at:

Saturdays

Swiss Gardens Primary School
Swiss Gardens
Shoreham by Sea
BN43 5WH

Before filling out this form please contact the Dynamix Team to confirm availability, then send to our correspondence address below:

Dynamic School of Performing Arts Ltd
20 Seventh Ave
Lancing
West Sussex
BN15 0PJ

Dynamic contact number: 07447 948628

Email: info@dynamixsopa.co.uk



Personal Details

Student's Name: _____

Student's Age: _____

Student's Date of Birth: _____

Parent/Guardian Name (if student is under 16): _____

Parent/Guardian Home Phone No.: _____

Address: _____

Parent/Guardian's Work Phone No.: _____

Mandatory Information

Parent/Guardian's Mobile Phone No.: _____

Contact E Mail: _____

Emergency Contact Details

First Emergency Contact Name: _____

Contact Telephone Number: _____

Relationship to Student: _____

Second Emergency Contact Name: _____

Contact Telephone Number: _____

Relationship to Student: _____

Medical Information

Does the student suffer from any of the following:

- Asthma
- Heart problems
- Hernia
- Joint problems
- Diabetes

Any other medical conditions we should know about:

Does your child carry an inhaler? Yes / No

(Please note we cannot allow students to share inhalers – all students must carry their own which must be clearly labelled with their name)

Please give details of any other health problems, including allergies and food intolerances.

Please include any medication your child carries below:

(Please note that we occasionally offer biscuits and squash).

Doctors name, address and contact number:



Choose your classes

Please select your chosen classes on the attached timetable.

(Please note uniforms are required, speak to one of the Dynamix staff members for further information.)

All class fees are paid half termly in advance, a £10 charge will be added to late payments. (We offer a discount to students undertaking 3 or more classes)

Please circle the package the student wishes to attend:

- Package 1:** One class £36 per 6 week half term
- Package 2:** Two classes £72 per half term
- Package 3:** Three classes £96 per half term
- Combo Package:** Four classes £114 per half term
- Golden Package:** Five classes £138 per half term
- Platinum Package:** Six Classes £156 per half term
- Unlimited Package:** All Classes £216 per half term
- Dance Comp Class:** £48 per half term
- Private Singing Lessons:**
 - 1 Child - £18 per hour
 - 2 Children - £20 per hour
 - 3 Children - £22 per hour

Dance classes: The dance classes will look at developing skills and knowledge in a wide range of dance styles and techniques. Students will learn different routines on a regular basis and develop the skills need to understand the movement of the body.

Drama Classes: These classes will focus on the different techniques for acting and the development of the voice. Students will learn different skills and techniques regularly as well as developing important audition techniques.

- Examinations are available for this lesson, please indicate if your child is interested in these by ticking in this box.

Musical Theatre Classes: Students will be learning how to develop skills in musical theatre singing, dance and acting through intensive lessons aimed at building skills for the



musical theatre industry.

- Examinations are available for this lesson, please indicate if your child is interested in these by ticking in this box.

Ballet Classes: These classes will focus on developing that all-important ballet technique with a bit of a fun twist. Students will be learning the tradition techniques but using modern music and body core sessions in order to create a good strong basis for all types of dance.

- Examinations are available for this lesson, please indicate if your child is interested in these by ticking in this box.

Tap Classes: These classes are about developing the tap techniques and learning the moves in order to learn tap sequences. These are concentrating on English and American tap styles.

- Examinations are available for this lesson, please indicate if your child is interested in these by ticking in this box.

Film and Media: These classes are aimed at those students looking to enter the film and television industry on a professional basis.

Acro. Technique: This intensive class is aimed at students wishing to work within the industry and focuses on strengthening the skills required to become a professional dancer.

Dance Comp Class: This class is by invitation and audition only, students within this class will have the opportunity to compete in national dance competitions.

Dynamix Tots: A dedicated class for our little Dynamic stars. This 30 minute class introduces 2 - 4 years old to the world of self-expression through dance and music, introducing our tots to simple songs and techniques that will both be fun and develop their skills while making new friends.

Private Singing Lessons: These classes are at your own home or at Megan's which concentrate on developing your own child's voice on a more one to one basis. Learning sole/duet/trio songs and developing own techniques.

- Examinations are available for this lesson, please indicate if your child is interested in these by ticking in this box.



Parental Payment Agreement

I agree to pay the school fees half termly by Direct Debit or Debit/Credit Card unless by prior agreement and accept that if payments are late (as defined by dates specified in each invoice) my child's place may be offered to someone on the waiting list. Tuition fees are non-refundable and are paid to secure your child's place in that class.

Absence: Please note that NO financial adjustments will be given for missed classes.

This booking shall remain indefinitely until either party gives notice in writing. Notice on my part shall be no less than one week before the beginning of a new half term period and charges for late fee may be added.

I fully understand that the Owners/Directors, Staff and Faculty of Dynamic School of Performing Arts Limited has the right to refuse lessons to any child whose tuition fees are outstanding.

All the information I have given in the form is to my knowledge correct.

I would like to confirm the booking and enclose a cheque payable to Dynamic School of Performing Arts.

I fully understand the terms and conditions of Dynamic School of Performing Arts as detailed in Appendix 1.

Yes/ No

Signed :

Date:

Print Name:

Parent / Guardian

Please note that Dynamix School of Performing Arts will from time to time send emails, texts or instant messaging to advise parents of changes to classes, advise on forthcoming events or share homework/news/updates (this information will also be made available on our website). If you do not wish to receive communications in this manner, please check the appropriate boxes below:

- Text Message
- Instant Messaging
- Emai



Student Agreement

I am aware of the requirement to comply with the uniform policy and understand that if I do not wear the appropriate clothing I will not be able to participate in the class and will only be able to watch the class.

For Ballet:

Girls

Are required to wear a black leotard, pink tights, pink ballet shoes. Hair must be secured up in a bun. All fringes should be pinned back.

Boys

Are required to wear a unitard or dance shorts and t-shirt, and black ballet shoes.

For ALL Dance and Musical Theatre (other than ballet)

Girls and Boys

Fitted dancewear is required as follows:

Any combination of leotards, tights, jazz pants, leggings and Dynamix School of Performing Arts T-shirt as long as these items are black with no logos other than DYNAMIX.

Correct footwear must also be worn, either jazz shoes or jazz trainers. (Students may go barefoot but correct footwear is encouraged)

Hair must be up, and out of the face, secured with no fly-aways.

NB. **ALL** clothing must be black

Cover-ups must always be worn to and from the studio, no shorts in class.

Acting - Dynamix T-shirt, black trousers or black jazz pants, leggings

Please ensure all your items of clothing are **clearly labelled** with your name. Dynamix cannot be held responsible for any lost items; we therefore also remind our students that valuables should not be brought into the classes. Mobile Phones (if necessary must be on silent and remain in your bag during the whole lesson).

I understand that any type of bullying or inappropriate behaviour will not be tolerated by any of the Dynamix Staff and may lead to our parent/guardian being contacted or the withdrawal of lessons.

Signed (Student) :

Date:

Print Name:

Photography and Film

- We would like to be able to take pictures and films of your children within the lessons. This will allow help with their development and be able to see and watch their performances back. These will be posted onto a secure password protected page on the Dynamix School of Performing Arts Website. (NB. The password will be frequently changed to maintain security of the information held).
- Pictures of the 'Student of the week' will go up on the Facebook page which is a closed page to members of DYNAMIX only.
- Pictures of our students will be published on our Dynamix School of Performing Arts Website Gallery.
- We will occasionally put our children forward for auditions for modelling shoots, acting roles etc.
- We will on occasion perform in locations that are open to the general public, children will be accompanied the whole time by our Dynamix Staff, licenced chaperones and Parents who hold a current DBS (formally CRB check).
- We will occasionally share photos of our children with the press for publicity shoots and advertising our shows.

Please tick each of the boxes to which you agree then sign and date below to give permission for child/ren to be included in the above activities.

Signed :

Date:

Print Name:

If you do not wish for your child to appear in any of the above, please ensure that staff members are aware and the boxes below is ticked.

- I do not wish for my child/ren to be photographed or filmed for any reason, nor do I wish for them to be put forward to auditions.
- I do not wish for my child to perform in places open to the general public.

Signed :

Date:

Print Name:

Dynamic[★] School of Performing Arts Ltd

Saturday Timetable

Please circle the classes you wish your child to attend.

8:00 – 8:30am	9:00 – 10:00am	10:00 – 11:00am	11:00 – 12:00pm	12:00 – 12:30pm	12:30 – 13:15pm	13:15 - 14:00p m	14:00 – 15:00pm	15:00 – 16:30pm
Dynamix Tots (Ages 2 - 4)	Dance (Ages 4 - 6)	Drama (Ages 4 - 6)	Musical Theatre (Ages 4 - 6)	Lunch	Acro. Technique (Ages 4+)	Ballet (Ages 4+)	Film & Media (Ages 10+)	Competition Class (Invite Only)
	Musical Theatre (Ages 7 – 11)	Dance (Ages 7 - 11)	Drama (Ages 7 – 11)		Tap (Ages 4+)			
	Drama (Age 12+)	Musical Theatre (Age 12+)	Dance (Age 12+)					

Please Note: Late collection of your child following their lessons may incur a late fee of £6.00 per hour or part thereof.
This copy is to be returned to the staff of Dynamix SoPA.

Please state other classes that you or your child may be interested in taking in the future that do not appear on the timetable:

Name of child:

Name of parent/guardian:



Terms and Conditions Acceptance Form

Section A. Definitions – The following terms are intended to have the meanings set out below.

- **DSOPA** – means Dynamic School of Performing Arts Ltd
- **Relevant Services** – means auditions, schooling and coaching relating to applicable Dance, Acting or Vocal training provided by DSOPA.
- **Participants** – means a child/student taking part in DSOPA relevant services.
- **Teachers** – means persons employed to provide relevant services on behalf of DSOPA.
- **A DSOPA School Year** – is split into 6 half terms. Start and End dates are upon booking and availability of venues, studios, theatres etc., and timings of any showcases or other performances outside of the immediate control of DSOPA so the following should be taken as a guide only.
 - Autumn Term Mid September – Mid October
 - Winter Term Early November – Mid December
 - Spring Term 1 Early January – Mid February
 - Spring Term 2 Late February – Late March
 - Summer Term 1 Early April – Late May
 - Summer Term 2 Early June – Mid July
- **A DSOPA School Term** – comprises of 6/7 weekly session (as appropriate) offering a variety of classes each week bookable and payable in advance. Fees are set out below in Section F are per a DSOPA term and not per year.

Section B. Teaching Class Days and Session Times

Participants will be informed in advance of the term start date which classes they are enrolled to. Participants must arrive 15 minutes before the start of their class start time to ensure that classes start promptly and without interruptions from late arrivals.

- Dynamic School of Performing Arts Class Days and Session Times

Saturdays Classes commence from 8am and run through until 4:30pm with a 30 minute lunch break for those attending the whole day. Held at Swiss Gardens Primary School in Shoreham by Sea.

- Dynamic Thunder Dancers Class Days and Session Times

Mondays & Thursdays Class commences at 5:20pm and end at 6:30pm, held at IMPact Fitness Studio in Lancing.

DSOPA reserves the right to make reasonable changes or adjustments to the timetable set out above. Participants will be given as much advance notice as is reasonably practical of any such changes.

Section C. Venues

- Locations, venues, studios etc. or similar places chosen for the delivery of relevant services by DSOPA and any additional performances, showcases etc. will in normal circumstances be situated in and around West Sussex. Participants will be notified in advance of the location of any additional venues they will be required to attend.

Section D. Travel

- It is the participant's responsibility to be certain prior to any payment for, or commitment to attend, classes that they can make suitable arrangements to both arrive at the venue in good time and to return home safely after their DSOPA classes. We will not allow children to leave the venue alone without the expressed written consent of their parent or legal guardian.

Section E. Health and Fitness

- Participants take part in DSOPA activities at their own risk and it is the participant's obligation to provide DSOPA (by way of the Medical Information Form) with any relevant information relating to medical treatments for health issues.
- Bearing in mind the physical nature of the services and activities of DSOPA if a participant has any doubt whatsoever about their suitability to take part they must seek advice from their GP/Medical Advisers before committing themselves to attending.
- DSOPA reserve the right to refuse participants entry to classes if they appear unwell and therefore put either themselves or others at risk.

Section F. Fees & Payments

- **The Fee** for 1 (one) term of teaching at DSOPA is payable in advance one week prior to the start of the relevant term. Fees vary dependent on the number of classes undertaken as follows:

Package 1	One Class per week	£36.00
Package 2	Two Classes per week	£72.00
Package 3	Three Classes per week	£96.00
Combo Package	Four Classes per week	£114.00
Golden Package	Five Classes per week	£138.00
Platinum Package	Six Classes per week	£156.00
Unlimited Package	All Classes per week	£216.00

NB. Shown above are the fees for a 6 week term.

(Entirely at the discretion of DSOPA, staged payment plans may be accepted.)

Fees can be paid

- **By Direct Bank Transfer to**

Sort Code 09-01-29 Account Number 08904225

Account Name Dynamic School of Performing Arts Ltd

- **By cheque**, made payable to Dynamic School of Performing Arts and should be sent to:

20 Seventh Avenue, Lancing West Sussex, BN15 0PJ. Please note that cheque payments must be received 1 week before the invoice due date to allow for clearance of funds with the exception of new joiners. Please ensure that the child's/student's name is given as a reference so that payment is correctly allocated.

(Our fees are reviewed annually after the end of the final summer term, we will inform participants of Dynamic School of Performing Arts Ltd 2017 v1.0 (Copyright 2017)

any necessary increases to fees and the implementation date of any changes. Please note that we aim to keep our services affordable to all and therefore try to limit increases to fees wherever possible.)

Section G. Fee Credits

- During Term, in the event of a session being cancelled (for example, in the case of emergency or where extreme weather condition makes travelling unsafe) DSOPA will make reasonable efforts to reschedule that session to an alternate date. We regret that pro rata refunds or credits cannot be made for classes cancelled for circumstances beyond our control and or where participants cannot subsequently attend a rescheduled session.
- Where a session is cancelled by DSOPA for reasons which would be considered to be realistically under its control DSOPA will make reasonable efforts to reschedule that session to an alternate date. Where participants cannot subsequently attend a rescheduled session a pro rata credit will be allocated against future fees.
- Where a participant is unable to attend a session for any other reason (for example, due to illness, injury, holiday etc.) DSOPA regrets that we are unable to make any pro rata refund or credit of fees.

Section H. Cancellation/Termination of this Agreement (Fee Refunds)

- **Prior to Term** – Where a child/student (or their Parent/Guardian as appropriate) decides to withdraw and cancel this agreement before the start date of the relevant term, after having paid fees in advance, such fees will only be refunded where DSOPA are able to fill that place prior to the beginning of the said term and in such event, less an administration fee of 25% of the fee paid.
- **By a Participant during Term** – No later than 4 (four) days after a participant in their first DSOPA term attends their second session the participant may give notice (in writing) that they no longer wish to complete the Term. In such circumstances, a refund of half a term's paid fees will be refunded less an administration charge of 25%. After this time, should a participant decide for whatever reason not to complete the term they shall not be entitled to any refund of fees paid.
- **By DSOPA** – DSOPA reserves the right to exclude a participant from one or more classes or cancel the whole agreement with no refund of fees paid where DSOPA consider at their sole discretion that:
 - The behavior or attitude of a participant is disruptive, detrimental to themselves or impacts significantly upon the enjoyment or learning opportunities of other participants; and or,
 - Non- Attendance at more than one class session without reasonable justification or advance notice; and or,
 - Where due fees have not been paid.

NOTE: Where DSOPA considers at any time that a participant's skills are not developing sufficiently to achieve the expected performance levels required, DSOPA will discuss on an individual basis arrangements for cancellation of this agreement including any refund of fees paid in advance.

Section I. Insurance

- DSOPA itself carries its own insurance appropriate to the delivery its relevant services during class sessions, during auditions or performance events during term times and its liability is strictly limited to these occasions. DSOPA only uses teaching or event venues which in turn have all the necessary insurances in place appropriate to the provision of their facilities when a

participant is within the venue premises on an appointed teaching class day.

Section J. Personal Contacts & Medical Information Form

- The personal Contacts & Medical Form must be completed in full and signed off by the participant (and parent) as appropriate. For safety and security of the participant any subsequent changes to the information provided must be notified to DSOPA at the earliest opportunity, writing.

Section K. Complaints

- Any complaints about the quality of the content or the delivery of DSOAP relevant services, the behavior of our teachers or our participants are taken extremely seriously. Should a participant have cause for such a concern they should contact the Principal of DSOPA, Megan Ring, in writing at the earliest opportunity providing summarized details of their grievance.
- Subject to an appropriate investigation a written response will be provided within ten working days of receipt of the original complaint.

Section L. Data Protection

- DSOPA is compliant under Data Protection Act 1998 (as amended) and all information collected, stored and used by DSOPA in the delivery of its services is processed in accordance with the relevant Data Protection rules.
- We do not share any information any other organisation or third party.
- A participant is entitled at any time to formally request, in writing, a copy of the data/personal information held by DSOPA about them, subject to the payment of a fee which is no greater than that amount set down in the relevant legislation.

Section M. Audio recording, Photography & Filming

From time to time DSOPA may use audio and visual (still and film) recording equipment for:-

- Performance analysis, feedback and training purposes
- Demo/Casting reels
- Publicity leaflets/posters etc.
- Promotional CDs, DVDs, digital downloads etc.
- Other advertising and marketing methods – this may include the use of such materials on our website, our social media, other relevant or similar outlets and any carefully selected and appropriate third party digital or web based channels (for example, YouTube or similar)

The copyright for such materials remains at all times with DSOPA to be used as it thinks is reasonably appropriate, but, must not be used elsewhere by any participants past or present, or passed on to any third party, without advance consent of DSOPA.

See next page for Signatures and Acceptance.

Section N. Signatures & Acceptance

Signature Page – DSOPA Autumn Term 2017

- It is important that the participant and / or the Parent/Guardian confirm that he/she has read, understood and agrees to all the terms and conditions as laid out in Pages 1 – 4 of the DSOPA Terms & Conditions Acceptance Form (v1.0) of which this page (5) forms part of. Your signature(s) act as an agreement that you are happy to be bound by these terms including express acknowledgement of, and consent to, the matters set out in Section G, H & M.
- Once completed and signed please take a copy to retain for your personal records and either return just this last page **duly signed** to Megan Ring (Principal of DSOPA) at 20 Seventh Avenue, Lancing West Sussex, BN15 0PJ. Or, having signed, scan this signed page as a PDF and email it to:

info@dynamixsopa.co.uk

- I/We understand that final acceptance by DSOPA is conditional upon the completion and return of all registration forms, including this T&C Signature page; the child/student Personal Contacts and Medical Form as well as payment of the relevant fees.

Insert Full Name of Participant	
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Signature of Participant		Date:
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If, at the time of signing this agreement the participant is aged under 16 please insert the name of the lawful parent/guardian below and **that person must also sign below.**

Insert Full Name of Parent/Guardian	
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Signature of Parent/Guardian		Date:
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Signed on behalf of Dynamic School of Performing Arts Limited

Megan Ring (Principal)		Date: 1 st September 2017
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