CLASS ACT THEATRIX

be part of the drama

Terms and Conditions

Last Updated: 01/03/26

Welcome to Class Act Theatrix! These Terms and Conditions ("Terms") govern your use of our website and participation in our drama and musical theatre classes, workshops, private lessons, after school clubs, and events ("Services").

By accessing our website or booking any of our Services, you agree to be bound by these Terms. If you do not agree, please do not use our website or Services.

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1. Bookings and Payments

- All term-time classes are paid via monthly Direct Debit. By enrolling, you agree to maintain your Direct Debit throughout your child's enrolment. Your Direct Debit will remain the same regardless of the amount of classes attended/scheduled that month.
- A covering payment of £11 per hour will be charged for each session attended before your first Direct Debit is received.
- A Class Act Theatrix (CAT) T-shirt is required as part of our uniform and will be automatically charged to your account upon sign-up.
- A £25 annual membership fee will be charged to all students each October. This fee covers administration, insurance, and access to members-only events and materials.
- All workshops and one-off events must be paid in full at the time of booking.
- Private Lessons must be paid in advance. If cancelled with less than two weeks' notice, or unpaid in advance, you will be charged in full and a £2 late payment fee will apply.
- We reserve the right to refuse or cancel a booking at our discretion.

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2. Cancellations and Notice Periods

- **Two-Month Notice Period:** To cancel ongoing classes, you must provide two full calendar months' written notice. Direct Debits will continue during this notice period.
- Ending your Direct Debit without notice will result in an invoice for the outstanding balance.
- Private Lessons require two weeks' notice to avoid full charges.
- **Class Act Theatrix Cancellations:** If we must cancel a class, workshop, or lesson (e.g., due to staff illness, venue issues, or low enrolment), no refunds will be issued. We may, at our discretion, offer a rescheduled session or credit toward a future class.

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3. Attendance and Punctuality

- Students are expected to attend regularly and arrive on time.
- Students may arrive up to 10 minutes before their scheduled class start time.
- Any student not collected within 10 minutes of the end of class will incur a late pick-up fee, charged at our standard hourly rate.
- Consistent lateness or absence may affect participation in shows or group projects.

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4. Code of Conduct

- All students must behave respectfully and professionally at all times.
- Bullying, rudeness, or disruptive conduct may result in removal from the programme without refund.
- Parents must ensure children are collected promptly after class.

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5. Health and Safety

- Medical, allergy, and learning support needs must be declared upon enrolment.
- Students attend at their own risk. Class Act Theatrix is not responsible for injuries unless caused by proven negligence.
- Emergency contacts and medical details must be up to date.

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6. Photography and Media Consent

- We may photograph or record students for promotional purposes (e.g., social media, website, print).
- Consent is requested at the time of enrolment and can be withdrawn at any time via email to our safeguarding lead: **philippa@classacttheatrix.com**

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7. Intellectual Property

- All creative content (scripts, choreography, songs, arrangements, etc.) remains the property of Class Act Theatrix or original creators.
- No content may be reproduced, distributed, or shared without written permission.

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8. Website Use

- You agree to use our website lawfully and not disrupt its functionality or misuse any content.
- All content is owned or licensed by Class Act Theatrix and must not be reused without permission.

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9. After School Clubs

- **Bookings and Payments:** After School Clubs are booked per term and must be paid in full in advance unless otherwise agreed in writing. Places are offered on a first-come, first-served basis and are not confirmed until payment has been received.
- **Cancellations and Refunds:** Cancellations made less than two weeks before the start of the term will not be eligible for a refund. If your child leaves partway through a term, no partial refunds will be issued. Should Class Act Theatrix need to cancel a session due to staff illness or other unforeseen circumstances, we will, where possible, offer a make-up session or credit toward the following term. Any classes cancelled by the school will not be refunded.
- **Cancellations and Refunds:** Cancellations made less than two weeks before the start of the term will not be eligible for a refund. If your child leaves partway through a term, no partial refunds will be issued. Should Class Act Theatrix need to cancel a session due to staff illness, school closure, or other unforeseen circumstances, we will, where possible, offer a make-up session or credit toward the following term.
- **Minimum Enrolment:** If fewer than five (5) students sign up for an After School Club, the class will not run. In this case, a voucher will be issued for the full value of the booking, which may be used toward another Class Act Theatrix activity or future club.
- **School Cancellations:** If a session or term is cancelled by the school (for example, due to scheduling changes, school events, or site closures), no refund will be issued. Where possible, we will liaise with the school to reschedule the missed session.
- **Attendance and Collection:** Parents or guardians must ensure children are collected promptly at the end of the session. Any child not collected within 10 minutes of the scheduled finish time will incur a late pick-up fee, charged at our standard hourly rate. Persistent lateness may result in withdrawal from the club without refund.

- **Behaviour and Conduct:** The same Code of Conduct applies as in our regular classes. Disruptive or disrespectful behaviour may lead to removal from the club without refund.
- **Health and Safety:** Parents must inform Class Act Theatrix of any medical, allergy, or learning support needs prior to the first session. Staff must be able to contact parents or guardians during club hours in case of emergency.
- Class Numbers: If the class has 5 or less students sign up, the class will not run and a Class Act Theatrix Voucher will be issued fo
- **School Partnerships:** Where After School Clubs are run in partnership with schools, Class Act Theatrix operates as an external provider. The school's policies (e.g., safeguarding, site access, emergency procedures) will also apply alongside our own.

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10. Changes to Terms

These Terms may be updated periodically. Any changes will be posted on our website:
🌐 www.classacttheatrix.com/termsandconditions
Continued use of our Services indicates acceptance of the revised terms.

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11. Contact Us

If you have any questions, please get in touch:
📧 **info@classacttheatrix.com**
📞 **07540591130**
📍 **Class Act Theatrix, 3B Drayton Road, Kings Heath, Birmingham, B14 7LP**
