

SUSAN ROBINSON SCHOOL OF BALLET

REGISTRATION DOCUMENT

Welcome to our school. The ethos of the school is to provide a happy, friendly, professional, disciplined and focused environment in which pupils will enjoy learning and be inspired to achieve results of the highest possible standards.

All members of staff hold an Enhanced Disclosure CRB Certificate and are committed to bringing every student to their full potential through excellence in teaching and training.

Royal Academy of Dance and Imperial Society of Teachers of Dance examinations are offered every term at the discretion of the Principal. Selected students are entered for festivals and all pupils are invited to appear in the bi-annual production.

Please adhere to the following school rules:

- The correct uniform **must** be worn to all classes, exams and rehearsals.
- Hair **must** be worn in a bun for ballet and neatly tied back off the face for all other dance disciplines. Scrunchies or coloured hairnets are not allowed at any time.
- Pupils may be refused entry into class if hair and uniform are not correct.
- Students wishing to participate in any external dance classes or additional festivals **must** obtain the permission of the Principal.
- All fees must be paid in full by the start of term. An e mail reminder will be issued before the end of the preceding term and again before the start of term. . In cases of financial hardship post dated cheques may be accepted at the discretion of the Principal,
- A full terms notice is required in the event of a student withdrawing from the school.
- In the unlikely event of an accident or extreme illness if we are unable to contact parents/guardians we will act in *loco parentis* and take the appropriate action.
- The school will not accept any responsibility for any losses incurred on the premises.

The above rules will be strictly enforced and the Principal reserves the right to refuse admission.

Thank you for your co-operation. Please retain this document for your information. Please complete the registration form and advise us of any medical conditions which may affect your child's dancing. The completed form should be sent to the School Administrator.

SUSAN ROBINSON SCHOOL OF BALLET

STUDENT REGISTRATION DETAILS

Please use block capitals to complete.

NAME.....
(AS FIRST AND SURNAME WILL APPEAR ON CERTIFICATES)

DATE OF BIRTH.....

FULL ADDRESS.....
.....
.....

POST CODE

TELEPHONE

EMERGENCY CONTACT.....

E-mail address

Medical conditions which may affect your child's dancing: Yes/No
(If yes please advise detail separately or overleaf)

I acknowledge receipt of a copy of the school rules. I have read them and agree to abide by them.

SIGNED.....Parent/Guardian (Please also print surname if different from students).

Class

Date.....

Please complete this form and return it to:- Pelita Lucano (Administrator)
1 The Orchard, Bullbeggars Lane ,Horsell, GU21 4SH

Please remember additional postage if you use an A4 envelope. JLY14