



SHOWBIZ PERFORMING ARTS STUDIOS PTY LTD

523 KEILOR RD NIDDRIE VIC 3042

PH: (03) 93742777 MOB: 0477 253 820

EMAIL: dani@showbizpas.com.au or accounts@showbizpas.com.au WEB: www.showbizpas.com.au

ENROLMENT TERMS AND CONDITIONS 2026

By enrolling in classes at ShowBiz Performing Arts Studios, you agree to the following Terms and Conditions for 2026.

1. Enrolment & Fee Policy:

- 1.1 Our Enrolments are annual and invoiced each school term, enrolments do not roll over automatically each year.
- 1.2 Term fee invoices are sent via email, 2 weeks prior to the end of each term.
- 1.3 Term fees are **due by the end of the first week back of term.**
- 1.4 All accounts must be paid **BY** the due date stipulated on the invoice or a **\$25 Late Payment Fee** will be automatically charged to your account.
- 1.5 Automatic direct debit options are available please contact accounts@showbizpas.com.au to organise a payment arrangement.
- 1.6 Students with overdue accounts **more than 2 weeks past the due date** without contacting the studio to arrange payment will have enrolments and costume holds suspended
- 1.7 Accounts over 3 weeks overdue may be referred to a debt collection agency at the account holder's cost.
- 1.8 Students who wish to un-enrol or make changes must do so in writing or by email to the Studio Director. Informing a teacher in class will **not** be accepted.
- 1.9 If cancelling a class, a minimum of **4 weeks' notice** MUST be given in writing, with the balance of pre-paid fees refunded into your bank account. Students may continue to attend said cancelled class until the expiry of the 4-week period. Students can also transfer to a different class of equal value. If the class transferred to is of a higher value, the balance must be paid. No refunds are given for transferring to a class of lesser value than the initial class. No changes or refunds for cancellations are permitted in term 4.

2. Refund & Class Cancellation Policy:

- 2.1 **No refunds or credits are given for any missed classes or holidays taken during school terms. Your enrolment secures a place in class for the term; tuition fees cover staffing and studio hire and therefore cannot be adjusted for absences. Please do not dispute this policy as the decision will not be overturned.**
- 2.2 In extreme circumstances such as illness or injury for a prolonged period in excess of 4 weeks, a full medical certificate must be given to our front reception or emailed to accounts@showbizpas.com.au to receive a class credit note.
- 2.3 No credits or refunds will be given under ANY circumstances in Term 4.
- 2.4 If ShowBiz Performing Arts Studios cancels a class during the year a full refund will be issued, or a class makeup lesson will be organised.
- 2.5 For missed private lessons notice must be given via text on 0477 253 820 or email to accounts@showbizpas.com.au by 9am the day of the lesson to receive a class credit or makeup lesson.
- 2.6 In the event of any COVID related lockdowns, classes will switch immediately to our online Zoom platform and continue to run via video conferencing. No refunds will be given should you choose not to attend online.

3. Concerts and Performances:

- 3.1 All students are encouraged to take part in the ShowBiz Performing Arts Studios Annual concerts/performances.
- 3.2 In order to keep to the high standard of the ShowBiz Performing Arts Studios Annual concert, it is important that all students attend rehearsals.
- 3.3 Some students enrolling in additional programs may be required to perform throughout the year at festivals, events, or concerts
- 3.4 All students that perform are advised to not bring or wear any valuables to all performances. These remain the responsibility of the student/parent and no responsibility will be taken for any lost, stolen, or damaged goods.
- 3.5 If a student is absent for an extended period, the teacher may determine that the student is not performance-ready. The teacher's decision is final.

3.6 Dates of ShowBiz Performing Arts Studios End of year showcases will be confirmed by the end of Term 4 the previous year. Our performance dates are usually the first weekend in November. By enrolling, families acknowledge our end-of-year showcase is a key commitment and agree to keep these dates free once announced.

4. Rehearsals:

4.1 A \$40 rehearsal fee per student (covering theatre hire, staffing and technical rehearsals) will be added to Term 4 invoices.

5. Costumes:

5.1 A non-refundable \$50 deposit per class will be charged in Term 3 to secure materials and orders for each costume.

5.2 The balance charged or credited will be added to accounts with Term 4 invoices. Costumes will not be issued until all fees and costume costs have been paid. Costumes can vary in cost and can cost anywhere between \$40-\$120 each, depending on the detail of a costume.

6. Class Attire:

Correct attire ensures safety and discipline; students not in correct uniform may be asked to sit out until compliant.

6.1 All students are required to wear appropriate clothing and footwear suitable for the classes they are enrolled into.

- **Jazz, Musical Theatre, Song & Dance** – Black soft Jazz Shoes – Black leotard/crop/ singlet/t-shirt with leggings/shorts/dance skirt or ShowBiz Uniform Attire
- **HipHop/Breakdance** – Sneakers/Runners – Trackies/shorts/leggings and t-shirt, no denim
- **Acrobatics** – Bare Foot – leotard/crop with shorts/leggings or ShowBiz Uniform
- **Ballet** – Soft pink ballet shoes – Black Leotard and tights must be worn to all classes
- **Tap-** Tan tap shoes for girls, black for boys and senior students- leotard/crop/ singlet/t-shirt with leggings/shorts/dance skirt or ShowBiz Uniform
- **Contemporary/ Lyrical** – foot paws – Leotard and tights or leggings and fitted top

7. Staying Up to Date:

7.1 It is the responsibility of all students and parents to ensure they are up to date with all upcoming events and notices. We recommend all parents to come into the studio regularly to check our notice boards and newsletter stands. If your child is absent, we expect parents or students to ask front reception if any notices were missed or give us a regular call to check up on progress.

7.2 Email and text services are our main form of communication. Please ensure you check your inbox and spam/junk folders to ensure you are receiving all correspondence.

7.3 ShowBiz also has a **Facebook** and **Instagram** Page as well as a private group for all parents and students on Facebook “ShowBiz PAS Parents and Students Private Group” These pages are used for updates only; no personal student information is shared publicly without consent.

8. Important Additional Terms:

8.1 Parents and Students are reminded they **must be punctual** to all classes to ensure students do not miss out on their warm up, which is necessary to avoid any injuries.

8.2 Any behaviour or conduct by students or parents deemed unacceptable by the school will be reported. Students or Parents consistently ignoring these requirements may be asked to leave the premises. ShowBiz maintains a zero-tolerance policy for bullying, harassment, or discrimination by students or parents.

8.3 Any damages to school property will be charged directly to the signatory of the enrolment form. It is the responsibility of parents or guardians to look after their own children before or after classes at ShowBiz Performing Arts Studios.

8.4 No chewing gum is permitted into class, and no denim is to be worn at any time.

8.5 Parents/guardians are expected to act in a respectful manner. Anyone that abuses staff will not be tolerated and anyone found in breach of this condition will be asked to leave ShowBiz. No refunds will be given for any monies paid. This decision will rest with the director of the studios.

9. Emergencies & Injuries:

9.1 ShowBiz staff are first-aid trained and will act according to standard procedures while awaiting medical support. All associated costs are the responsibility of the parent/guardian.

10. Consent:

- 10.1 The student and their parent /guardian give permission to be photographed or videoed for promotional purposes in print, social media and digital advertising platforms. whilst on the premises of ShowBiz Performing Arts Studios and at rehearsals and all performance events including those off site.
- 10.2 If you do not wish for your child to be photographed, you must express your decision in written format to accounts@showbizpas.com.au

By signing the Enrolment Form or completing online enrolment, I acknowledge that I have read, understood, and agree to abide by these Terms and Conditions 2026

Thank you, for choosing ShowBiz Performing Arts Studios. We trust that you will have a fantastic experience with us and look forward in seeing your progress in the coming year!