



# CHARTERS DANCE

## TERMS AND CONDITIONS

### Covid 19

Charters Dance  
1 Goose Corner, Hayley Green, Bracknell, RG42 6BY  
07817 691 660  
[rachel@chartersdance.co.uk](mailto:rachel@chartersdance.co.uk)



REVIEWED March 2021

**If you are experiencing symptoms of Covid 19**

No person or child is to come to site if experiencing symptoms of coronavirus/has been asked to self-isolate/ tested positive. You will be asked to verbally agree that you are well on behalf of your household each day.

You must agree to collect a student should their class need to close at short notice.

**In the event of a forced Lockdown**

We will endeavour to run the course however the safety of our students and staff is our top priority and we will always follow government guidance. If the guidance changes and does not allow an in-person course, then we will move our whole timetable onto zoom.

**Arrival time**

Students must arrive on time; you will be provided with a 10-minute arrival window. Failure to arrive during your window may mean you will have to forfeit that day. We will also require you to maintain social distance at drop off/pick up and follow signage.

**Failure to follow social distancing and hygiene rules**

Students must remain in their booked session for the entirety of the course. Failure to follow social distancing and hygiene rules will result in students being excluded from the course with no refund.

**COVID-19 infection and need to self-isolate:**

If a student has been asked to self-isolate or they or a member of their household shows symptoms of COVID-19 when they are due to attend the course, they will not be able to attend. In this instance we will refund your course fee upon verification such as test result or communications from the NHS Test and Trace programme.

In all other instances our holiday courses are non-refundable.

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If a student or member of their household tests positive for COVID-19 while the course is running, you will need to notify us immediately and that student will no longer be able to attend.

In the event of a student testing positive for COVID-19 during the course, notify Rachel immediately and we will take advice on whether we should close the group. In the event of closure, all students will be refunded for the remaining days.

In the event of a student testing positive for COVID-19 within 14 days of taking part in our courses, you must notify Rachel immediately and include our school within your track and trace submission.

### **Personal Belongings**

Charters Dance cannot be held responsible for the loss or damage of any personal items belonging to students participating in classes. Please make sure that all belongings are clearly named. Students must arrive ready for class with as few belongings as possible. Ideally in 1 bag.

### **Insurance**

Our public liability insurance covers all students in our care.

### **Use of your data**

Charters Dance reserve the right to store any data regarding a current student and their guardian on our ThinkSmart Software. As soon as a student has given notice for classes to cease the data relating to them will be no longer used. Data will be kept for the appropriate amount of time due to child protection laws.

Any potential customers will have to 'opt in' to receive a marketing email from us.

Any 'blanket' text or email message to current customers will be sent from Class Manager software avoiding the possibility of sharing other customer data.

Emails will come from @Chartersdance.co.uk and See our full privacy policy by using this link.

[https://docs.wixstatic.com/ugd/680aea\\_81a00c288a994b51a6fdf1b4bdfb09cf.pdf](https://docs.wixstatic.com/ugd/680aea_81a00c288a994b51a6fdf1b4bdfb09cf.pdf)

Consent

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### **Photo Consent**

Occasionally Charters Dance may take photographs or recordings of the children during classes. We use these images for our school printed advertising, social media pages and website. To comply with the Data Protection Act 1988, we need your permission before we can photograph or make any recordings of your child. Please answer the questions using the parent portal.

### **Conditions of use**


The photo consent will automatically expire a year after your child/children have left Charters Dance. We will not re-use any photographs or recordings a year after your child/children leave Charters Dance.

We will not use the personal details or full names (which means first name and surname) of any child or adult in a photographic image on video, on our website, social media or in any of our other printed publications. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video, on our website, social media or in other printed publications. If we use photographs of individual pupils, we will not use the name of that child in the accompanying text or photo caption. If we name a pupil in the text, we will not use a photograph of that child to accompany the article. We may use group or class photographs or footage with very general labels, such as 'Grade 2 Ballet' or 'Working on Port de Bras'. Websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.

CONSENT CAN BE CHANGED AT ANYTIME. Please email [Rachel@chartersdance.co.uk](mailto:Rachel@chartersdance.co.uk)

Other policies can be viewed via this link. [chartersdance.co.uk/policies](http://chartersdance.co.uk/policies)

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A large, decorative graphic consisting of two thick, curved lines. The top line is a light purple color and forms a large, open loop. The bottom line is a light teal color and forms a similar loop, positioned below and to the left of the purple one. The lines are smooth and have a slight gradient.

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