



KEYWORTH SCHOOL OF THEATRE DANCE

PAYMENT INFORMATION

September 2018 – July 2019

- Fees are due at the start of each block - see dates at the end of the document. Payment is made in advance of the half term ahead. There are 6 payments due per academic year.
- **In the case of late payments requiring a bill payment reminder, a £5 administration fee will be charged. This email will be issued once payments are 2 weeks late.**
- Payment can be made by cash, cheques payable to KSTD or via online banking. Ask for a receipt when paying by cash.
- Online banking:
 - account number 51234854
 - sort code 403519
 - reference unique reference as per the bill
- All classes are pre-pay with the following exceptions:
 - Dance Club ages 3-6 Wednesdays 4pm £4.50
 - Tots Ballet/Tap, ages 3-4 Saturdays 10am £4.25
- Any new pupil to KSTD or a current member trying a new class, can do so on a PAYG basis for the rest of that half term and then will start to pay in advance from the start of the next block.
- The amount to be paid per class is the same each half term irrelevant of how many weeks there are in that block. The calculation is based on the amount of weeks in the teaching year divided into 6 equal amounts (36 Mondays and Saturdays; 39 Tuesdays-Fridays).
- For pupils who attend 6 or more classes, the cheapest class is free. For siblings, if they attend 7 or more between them, the cheapest is free. All the relevant discounts will be applied before the bills are emailed (excludes pay as you go and private lessons).
- Pupils are eligible for 2 payment breaks in each dance class they attend per academic year, even if the classes are on different days.

These must be requested in advance of the bills being processed via a text to Kirsty or an email to KSTD. The end dates for requesting these breaks are detailed below.

These can not be requested at time of payment. There will be no retrospective credits awarded for missed sessions. We keep a record of holiday requests per class/per student but it is up to the parents/carers/students to request this in advance of the block.
- Please be aware that once your child is in Grade 3 Tap and Theatre these classes are charged as 2 separate 30 minute classes. For those who are eligible for the discount scheme, these are considered as 2 dance classes (up to and including Grade 2. Tap/TC is 1 class).
- There has been no fee increase again this year for this academic year 2018-2019

Term Dates

Please see below – all dates are inclusive:

Autumn Term

Block 1

Wednesday 5 September – Friday 26 October

Payment break requests by 26 August

Payment due by 8 September

Block 2

Monday 5 November – Friday 21 December

Payment break requests by 28 October

Payment due by 10 November

Spring Term

Block 3

Monday 7 January – Saturday 16 February

Payment break requests by 30 December

Payment due by 12 January

Block 4

Monday 25 February – Saturday 6 April

Payment break requests by 17 February

Payment due by 2 March

Summer Term

Block 5

Tuesday 23 April – Saturday 25 May

Payment break request by 14 April

Payment due by 27 April

Block 6

Monday 3 June – Saturday 20 July

Payment break request by 26 May

Payment due by 8 June

Thank you for your support with fee payments. Please do not hesitate to ask if you have any questions or need clarification on any of the above.

Ann and Kirsty
07914 578440
contactkstd@gmail.com