



# KEYWORTH SCHOOL OF THEATRE DANCE

## PAYMENT INFORMATION

September 2025 – August 2026

- Payment of fees is made in advance of each block, with one block per half term - see dates below. There are six payments due per academic year.
- Payment must be received before the start of the first session of term as many classes have a waiting list.
- **In the case of late payments requiring a bill payment reminder, a £5 administration fee will be charged. This will be advised once payments are two weeks late and added to the following invoice.**
- Payment to be made via online banking:
  - account number 51234854
  - sort code 403519
  - account name Keyworth School of Theatre Dance
- All classes are pre-pay. An invoice will be sent by email before the start of each block.
- Any student new to KSTD, or a current KSTD student trying a new class, can choose cash 'pay as you go' for the first block. Exact money required before each session. Online pre pay applies for subsequent blocks.
- We allow refund requests of two missed sessions per class per academic year. We also allow retrospective refund requests for missed sessions, for example to cover illness.
- Payment break request deadlines are listed below. You must notify KSTD by this date if a student wishes to change and/or leave the class/es they are enrolled in.
- Amendments to the bills will not be permitted after the deadline as invoices are issued based on the information provided by the deadline.
- The amount to be paid per block is based on the amount of taught sessions.
- Zoom lessons are the same fee as face to face.
- A 10% discount will be applied for students who attend six or more classes, or for families who attend seven or more classes between them. All the relevant discounts will be applied before the bills are emailed (excludes private lessons).

## **Term Dates**

Please see below – all dates are inclusive:

### **Term 1/Block 1**

Monday 8 September – Saturday 18 October

Sunday 24 August – deadline for payment break requests

*from w/c 25 August: Block 1 invoices issued*

Saturday 6 September: Block 1 payment due

### **Term 1/Block 2**

Monday 3 November – Friday 19 December

Sunday 19 October – deadline for payment break requests

*from w/c 20 October: Block 2 invoices issued*

Saturday 1 November: Block 2 payment due

### **Term 2/Block 3**

Saturday 10 January – Saturday 14 February

Sunday 21 December: deadline for Block 3 payment break requests

*from w/c 22 December: Block 3 invoices issued*

Saturday 3 January: Block 3 payment due

### **Term 2/Block 4**

Monday 23 February – Saturday 28 March

Sunday 8 February – deadline for Block 4 payment break requests

*from w/c 9 February: Block 4 invoices issued*

Saturday 21 February: Block 4 payment due

### **Term 3/Block 5**

Monday 20 April – Friday 22 May

(no classes Monday 4 May = Bank Holiday)

Sunday 5 April – deadline for Block 5 payment break requests

*from w/c 6 April: Block 5 invoices issued*

Saturday 11 April: Block 5 payment due

### **Term 3/Block 6**

Monday 1 June – Friday 24 July

Sunday 17 May – deadline for Block 6 payment break requests

*from w/c 18 May: Block 6 invoices issued*

Saturday 30 May: Block 6 payment due

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

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