



## ENROLMENT

- Classes are offered for children aged between 4 – 12 years
- All students will be on a 'trial' basis their first class. If their behaviour or concentration are an issue, parents will be asked to wait until their child is older (this is mainly applicable for 4-6 year olds)
- Check the availability for your child's desired class, numbers are limited to 12 students
- Classes are booked on a 'first deposit paid, first placement' system
- 50% deposit is required upon booking, with the outstanding balance to be settled **before** the first session
- Children who attend class with a friend (and whose parents have not completed an enrolment form), become the responsibility of the parents of the fully enrolled child

## VOUCHERS

- Any discount vouchers obtained by clients, entitle one (paying) child to bring one (free of charge) friend to one kids art class
- The art class attended by the 'free friend' must be the same session as the paying child
- All 'free friends' must have their parents complete an enrolment form prior to enrolment being accepted

## FEES

- SYDNEY \$250 per 10 week term, \$30 per holiday session or casual class
- Fees are non-refundable unless negotiated for an extended illness
- Fees include classroom materials and smocks to wear during class

## PAYMENT OPTIONS

- Cash
- Cheque made out to **Jennifer Roberts**
- Direct Deposit: Account Name: Jennifer Roberts  
BSB: 062799  
Account Number: 10950452  
Reference: Please enter your child's name  
Please email your receipt number to [jenskidsart@gmail.com](mailto:jenskidsart@gmail.com)

## CLASSES

- Holidays are run in accordance with public school terms
- Absence from a class can be made-up on one of the other class days, but must be within the same term.
- **Punctuality** is crucial. Students should be dropped off within 5 minutes of starting and finishing times, failure to do so may incur an additional fee
- Doors may be locked during class for security reasons, and visits (including late/early drop off or pick ups) **MUST** be pre-organised
- If your child has special needs, Jen must have a written description prior to enrolment being accepted
- Jen reserves the right to refuse admission to any participant who poses a disciplinary problem or disrupts other students in their learning
- Parents (or an allocated responsible adult) must be contactable at ALL times during class
- If someone other than a parent or family member is likely to be picking up your child, Jen must be informed prior to the event
- No responsibility will be taken for dirty clothes, however all children will be provided with an apron/smock during the class

## PHOTOGRAPHY

- Photographs of your child and their artwork may be taken during class for website or other advertising and publicity purposes
- Jen reserves the right to publish any photographs of children working in class, and or artwork created by the students
- If you do not wish for your child to be photographed, please inform Jen **before** the commencement of your child's first class