



Vibe Arts LAMDA Terms & Conditions

By enrolling your child in LAMDA coaching sessions with Vibe Arts Theatre School, you agree to abide by these terms and conditions. If you have any questions or concerns, please do not hesitate to contact us.

1. Payments:

- All LAMDA payments are final.
- There are no refunds for missed sessions.
- LAMDA places cannot be transferred.
- Full payment is required upfront for the upcoming term unless a payment plan is arranged in advance. If payment is not received for all sessions in the upcoming term the student will not be permitted to attend sessions.
- Vibe Arts reserves the right to apply a late payment fee if payment is not received by the stated deadline. Reasonable efforts will be made to issue payment reminders via the contact details provided.

2. LAMDA Syllabus Coverage:

- Vibe Arts primarily delivers the LAMDA Introductory and Acting syllabi across most schools, from the earliest grades through to Grade 8 (Gold Medal). In some schools, we may also offer additional syllabi such as Speaking in Public, Speaking Verse and Prose, or Musical Theatre, depending on tutor availability, scheduling, and the needs of the school.
- Please note that the syllabi offered vary from school to school, and families will be informed of the options available at their specific school upon registration. We are only able to deliver the syllabi that have been confirmed and communicated for each location.

3. TutorBird:

- Parents/guardians and students should check TutorBird regularly to stay up to date.
- It is the parent/guardian's responsibility to ensure their child is engaging with the resources provided.
- Sharing or making any of our resources or LAMDA pieces available to others is strictly prohibited.

4. Home Practice Expectations:

- Parents/guardians agree to support their student to learn their LAMDA pieces and practice at home as well as continue any progress with the Vibe Arts LAMDA knowledge resource sheets.
- Parents/guardians will engage with the lesson notes and set tasks.

5. Session Materials:

- Parents/guardians agree to send their student to each session with printed out pieces (available to download from TutorBird), printed resource sheets, and a notepad and pen.

6. Respectful Behaviour:

- During LAMDA sessions, students are expected to follow instructions, behave appropriately, and refrain from being disruptive.

7. Medical Conditions:

- Parents/Guardians must disclose any medical conditions or allergies to ensure the safety and well-being of their child.

8. Cancelled Sessions/Tutor Absence:

- In the event of unforeseen circumstances that impact the LAMDA sessions, Vibe Arts will make all efforts to reschedule or provide alternative arrangements; however, if rescheduling is not possible, Vibe Arts reserves the right to cancel LAMDA sessions.
- If a LAMDA session is cancelled by Vibe Arts, a credit for future LAMDA payments will be provided.

9. LAMDA Coaches:

- Vibe Arts reserves the right to assign LAMDA coaches to students and to change LAMDA coaches at any time.
- The LAMDA coach determines the appropriate LAMDA grade for each student and will decide when the student is exam-ready.
- All our LAMDA coaches are experienced Acting tutors and Enhanced DBS checked.

Continued overleaf: Please see next page for further terms and conditions.



10. Withdrawal from Coaching:

- If you wish to withdraw your child from Vibe Arts LAMDA coaching for the following term, you must complete our online Notice Form at vibearts.co.uk/give-notice.
- Notice must be submitted before the end of the current term to avoid being charged for the next term. Notice will not be accepted during school holidays or in the days immediately before term resumes.
- If a student is withdrawn mid-term, or does not return without submitting notice, the full term's fee remains payable. No refunds or partial credits will be given for unattended sessions.

11. LAMDA Exams:

- Details of LAMDA Exam fees (plus the Vibe Arts booking administration fee) can be found at vibearts.co.uk/lamda#exam-fees
- The LAMDA Exam booking process is detailed below:
 - When the LAMDA coach deems it appropriate for the student to take the LAMDA Exam, parents/guardians will be sent an email with a link to the Vibe Arts LAMDA Booking Request form. The email will suggest the earliest possible date on which the student could take the exam.
 - To request a LAMDA Exam booking, parents/guardians should complete the online booking request form, confirming their choice of date. Parents/guardians should select the date with care, taking into account any other student/family commitments, since LAMDA will not make any alterations to assigned exam dates/times once the exam date is confirmed.
 - Full payment of the LAMDA Exam fee is also required in order to complete and submit the online booking request form.
 - On receipt of the completed booking request form and full payment, Vibe Arts will contact LAMDA to schedule the exam based on the information provided in the form.
 - Please note that payment for LAMDA Exams (including the Vibe Arts booking administration fee) must be made in full to secure a booking, as payment plans are not available for exam fees.
- Exams may take place on either a Saturday or Sunday between 9:30 am and 5:30 pm and exam times are confirmed by LAMDA two weeks prior to the exam.
- Exam fees are non-refundable and non-transferable.
- Parents/Guardians or a designated adult must chaperone students to and from the exam on exam day. Please note that the majority of students will take their exams at LAMDA, Barons Court, London unless another more local public centre has been advertised on registration.
- For the avoidance of doubt, students are not automatically entered for a LAMDA exam each term. Vibe Arts considers both LAMDA's recommended Guided Learning Hours and the individual progress of each student when assessing readiness. Once a coach deems a student ready, Vibe Arts will begin the exam booking process as detailed above.

12. Photography & Video Announcements:

- If parents/guardians agree to photography upon sign-up, Vibe Arts may share a photo or video announcement of their student's exam result on social media platforms, using their first name only. They may also be included in social media around delivery of LAMDA at Vibe Arts. Vibe Arts has a strict photography and video policy which can be viewed at vibearts.co.uk/terms-and-conditions

13. Data Protection:

- Vibe Arts complies with the Data Protection Act and GDPR regulations.

14. Change of Contact Details:

- Parents/guardians are responsible for informing Vibe Arts of any changes to their contact details.

15. Force Majeure:

- In the event of circumstances beyond our control — including but not limited to extreme weather conditions, pandemics, local authority closures, or government restrictions — Vibe Arts reserves the right to cancel or amend LAMDA sessions without liability.
- In such cases, we will make every reasonable effort to reschedule or provide an alternative (e.g. online sessions), but refunds or credits may not be issued unless rescheduling proves impossible.

16. Changes to Terms & Conditions:

- Vibe Arts reserves the right to update or modify these terms and conditions at any time.
- Parents/Guardians will be notified of any changes.

17. Complaints Procedure:

- Any complaints should be made directly to Vibe Arts Principals Matthew Rowland and Alex Turney via email at mail@vibearts.co.uk