



Vibe Arts Saturday School Terms & Conditions

These Terms and Conditions outline the expectations, commitments and operational procedures for all students and parents/guardians attending the Vibe Arts Saturday School.

By enrolling at Vibe Arts Saturday School, you acknowledge and accept these Terms and Conditions.

1. Student Code of Conduct

- Students must wear comfortable, loose-fitting clothing suitable for movement. Vibe Arts t-shirts are encouraged to promote company spirit. A full uniform line is available for purchase.
- Students should bring a labelled water bottle and snacks each week. No nuts or nut-based products are permitted on site. Food must not be shared between students.
- Students are expected to behave respectfully towards staff, fellow students, and the venue at all times.
- All students are expected to uphold the values and expectations outlined in the **VIBE Student Code**, which applies across all Vibe Arts classes, clubs, and coaching sessions.
- Any form of physical, verbal, or discriminatory abuse will not be tolerated and will be addressed promptly by the Designated Safeguarding Lead and Principals.
- In cases of serious or repeated misconduct, Vibe Arts reserves the right to suspend or remove a student from the programme in order to maintain a safe and respectful environment for all.
- For the full VIBE Student Code, see: www.vibearts.co.uk/terms-and-conditions

2. Attendance, Absence and Punctuality

- Students must be dropped off and collected promptly. Persistent lateness may result in additional charges to cover staff time and venue hire.
- All absences should be reported as early as possible, including planned absences (e.g., holidays, family events).
- If a student is to be collected by someone other than their registered parent or guardian, Vibe Arts must be informed in advance.
- Vibe Arts must be informed if a student is going home alone, where this is not their usual arrangement.
- Vibe Arts does not offer refunds for missed classes or if a student withdraws during the term.

3. Parent/Guardian Responsibilities

- Parents/guardians are not permitted to remain on the premises during classes unless pre-agreed with the Principals. An exception can be made for Junior Vibe students during their first two sessions.
- Parents/guardians must notify Vibe Arts immediately of any changes to emergency contact or medical information.
- Parents/guardians must not attempt to engage teaching staff in discussions during class time.
- Parents/guardians are kindly asked to avoid engaging teaching staff in extended conversations at drop-off and pick-up times. While we understand there may be quick updates or hellos, our priority is always the safety and supervision of the students. Staff need to remain fully focused during transitions between sessions.
- For any questions, concerns, complaints or updates, please email the Vibe Arts Principals directly at mail@vibearts.co.uk so we can respond appropriately and without disrupting the running of the day. The Principals of Vibe Arts will ensure all communication is handled appropriately and in a timely manner.

4. Teaching Staff and Class Grouping

- Vibe Arts reserves the right to change, reassign, or substitute teaching staff at any time. Staff absences may occasionally be covered by suitable replacements or guest practitioners.
- Class groupings are arranged by staff based on the four A's: Age, Ability, Attention, and Attitude. These placements are at the discretion of Vibe Arts and are reviewed periodically.

5. Liability and Personal Belongings

- Vibe Arts is not liable for any lost, stolen, or damaged personal items brought to the venue.

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



6. Use of Photos and Videos

- Vibe Arts may take photographs and videos for internal use and promotional purposes. These will only be used with appropriate parental consent, as outlined in our Photography & Video Policy.

7. Fees and Payment

- Vibe Arts operates a monthly subscription model for all Saturday classes.
- Monthly fees per student are **£82.50 for Main School** and **£32.50 for Junior Vibe**, inclusive of VAT.
- Payments are collected automatically via the Class Manager Parent Portal on the 1st of each month.
- The subscription covers tuition across three 11-week terms per year and spreads the cost evenly over 12 monthly payments
- Families must add a valid payment card to their Parent Portal and ensure card details are kept up to date.
- A 10% sibling discount is applied to each additional child enrolled from the same family.
- No refunds will be issued for missed sessions, absences, or early withdrawals. Mid-term cancellations will not stop payments, as the cost is spread evenly across the year.

8. Withdrawal from Classes

- If a parent or guardian is considering withdrawing their child from Saturday School, this must be formally submitted via our online notice form: www.vibearts.co.uk/give-notice
- This form is the only official channel for giving notice.
- Notice must be given by the following dates to avoid being liable for the next term's fees:
 - 1st July – to stop before the Autumn Term
 - 1st November – to stop before the Spring Term
 - 1st March – to stop before the Summer Term

9. Health, Safety and Welfare

- Parents/guardians must inform Vibe Arts of any medical conditions, allergies, additional needs, or injuries that may affect their child's participation.
- We operate a strict no-nuts policy. Food must not be shared.
- First aid will be administered by qualified staff as required. Incidents will be reported to parents/guardians promptly.

10. Policies

- Vibe Arts follows several key policies to ensure a safe, respectful, and inclusive environment
- These include; Privacy Statement, Child Protection & Safeguarding Policy, Photography & Video Policy, Professional Code of Conduct and the Vibe Student Code.
- Our policies are available to view at www.vibearts.co.uk/terms-and-conditions, and all parents/guardians are expected to read and adhere to them.

11. Force Majeure

- In the event of unforeseen circumstances beyond our control (including but not limited to extreme weather, venue closures, pandemics, strike action, or national emergencies), Vibe Arts reserves the right to reschedule sessions without offering refunds.
- Where possible, alternative sessions (including online provision) may be arranged.
- If a suitable alternative cannot be provided, including where online provision is not appropriate, credit or refunds will be issued.

12. Emergency Procedures

- In the event of an emergency, Vibe Arts staff will follow the venue's agreed evacuation and safety protocols. Parents/guardians will be contacted as soon as it is safe and practical to do so.

13. Data Protection

- All personal data collected by Vibe Arts is processed in accordance with UK GDPR regulations. Information is stored securely and used only for the purposes of enrolment, safeguarding, communication, and internal planning. For full details, please see our Privacy Policy at www.vibearts.co.uk/terms-and-conditions.

14. Changes to Terms and Conditions

- Vibe Arts reserves the right to update these Terms and Conditions at any time. Any changes will be communicated via email and/or published at www.vibearts.co.uk/terms-and-conditions. Continued attendance after changes are made will be considered acceptance of the revised Terms and Conditions.