

## AMATA MUSIC AND DANCE SUMMER SCHOOL 2017 - TERMS AND CONDITIONS

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The booking of a place on the AMATA Music and Dance Summer School from 07-11 August 2017 is regarded as acceptance of our terms and conditions.

The AMATA Music and Dance Summer School is open to all nationalities, aged 8 to 18. An in loco parentis form will need to be completed and signed by the parent or Guardian of all under 18 year olds.

### **Cancellation Policy**

Cancellation fees will apply as follows:

- Up to 8 weeks prior to the start of the Summer School – full refund minus £20 administration fee
- Between 8 and 4 weeks – 25% of total charge plus £20 administration fee
- Between 4 and 3 weeks – 50% of total charge plus £20 administration fee
- Less than 3 weeks prior to the start date – No refund

No refund will be made for non-attendance.

### **Code of Conduct**

To ensure that everyone taking part in the Summer School has a rewarding and enjoyable time, we ask you to agree to and abide by the following code of conduct. The breach of any rule stated below may result in the cancellation of place on the Summer School.

- The AMATA Music and Dance Summer School takes place in the Academy of Music and Theatre Arts (AMATA). You will be expected to adhere to AMATA's Health & Safety regulations and to follow any emergency procedure, such as a fire drill, as directed by the Summer School staff and tutors. A full risk assessment has been carried out and is available upon request.
- Any damage to property, equipment and rooms will be charged to the participant.
- The Summer School works through mutual respect. Inappropriate or intimidating behaviour towards another participant, tutor or member of campus staff will result in cancellation of place on the summer school.
- Consumption or possession of alcohol by anyone under the age of 18 is not permitted and could result in cancellation of place on the summer school.
- Drug taking or possession of drugs will result in cancellation of place on the summer school and potential police action.

### **Promotional materials**

At the discretion of the University, photographs or videos may be taken of the participants at the Summer School. We reserve the right, unless we are advised to the contrary by the parent/guardian in writing, to use these photographs or video clips as part of future AMATA Music and Dance Summer School promotional material.

*The University reserves the right to cancel any booking or event due to circumstances beyond the University's reasonable control. In such event, any payment will be refunded in full. We shall endeavour to contact you to notify you of any changes.*