2018-2019 Zurich & Zug Weekly Courses

	ZURICH		ZUG	
MON	16:30 - 17:30	Mini PA 4-6 yrs		
	17:30 - 18:50	Junior PA 7-10 yrs		
TUE	16:15 - 17:15	Mini Drama 4-6 yrs		
	17:15 - 18:45	Stage 2 Drama 10-12 yrs		
	18:45 - 20:15	Stage 3 Drama 13-17yrs		
WED	15:00 - 16:00	Mini Drama 4-6 yrs		
	16:15 - 17:30	Stage 1 Drama 7-9 yrs		
	17:30 - 20:30	Performing Arts 10-17 yrs		
THU	16:15 - 17:30	Stage 1 Drama 7-9 yrs	16:00 - 17:00	Mini Drama 4-6 yrs
	17:30 - 19:00	Stage 2 Drama 10-12 yrs	17:30 - 18:15	Stage 1 Drama 7-9 yrs
	19:00 - 20:30	Stage 3 13-17 yrs	18:25 - 19:55	Stage 2+ Drama 10-14 yrs
FRI	16:30 - 17:30	Mini Drama 4-6 yrs		
	17:30 - 18:45	Stage 1 Drama 7-9 yrs		
	18:45 - 20:30	Stage 2 Drama 10-12 yrs		
SAT	09:30 - 12:30	Performing Arts 10-17 yrs		

NB: Some class start times may be modified by +/- 15 mins by the time the school year begins. We will notify you of any such change as soon as possible. Class venues will be confirmed shortly, but are likely to be near Kirche Fluntern for Zurich, and at the Wu Academy in Baar for Zug.

Prices for 2018-2019

All courses are for a full academic year of 33 classes plus the showcase performance at the end of the year. The price includes a T-shirt at the start of the year. The price shown is for the full year and is made up of the registration fee (10%), Term 1 fee (40%), Term 2 fee (30%) and Term 3 fee (20%). The registration fee is payable to guarantee your place. After this you can pay term fees:

a) in one instalment (with a 5% discount), payable by August 1st,
b) in three termly instalments, payable August 1st, December 30th, and March 30th, or
c) in nine monthly instalments, on the first of each month (with 5% surcharge).

Sibling Discounts: Sibling Discount 10% on all courses applied from the 2nd child enrolled.

Age cut offs for Drama/PA Courses

Mini Dramas 4-6yrs : Must turn 4 years before 1st Sep 18
Stage 1 Drama 7-9yrs : Must turn 7 years before 1st Sep 18
Stage 2 Drama 10-12yrs : Must turn 10 years before 1st Sep 18
Stage 3 Drama 13-17yrs : Must turn 13 years before 1st Sep 18
Performing Arts 10-17yrs : Must turn 10 years before 1st Sep 18

PRICES	Duration	Registration Fee (10%)	Term 1 (40%)	Term 2 (30%)	Term 3 (20%)	Full Year Fee
Mini Dramas	1 hr	99	396	297	198	990
Stage 1	1 hr 15 min	114	456	342	228	1,140
Stage 2	1 hr 30 min	134	536	402	268	1,340
Stage 3	1 hr 30 min	134	536	402	268	1,340
Performing Arts	3 hr	219	876	657	438	2,190

Simply Theatre Academy Weekly Course Terms & Conditions

General

• All students under 18 must have the permission of a parent/guardian in order to attend the Academy.
• All enrolments onto weekly courses are for the full academic year.
• It is assumed that all students who sign up will be continuing with their course for the full academic year (all three terms). If any student wishes to leave the course part way through that year, they will not be refunded the course registration fee and must notify the Academy, in writing, one month before the end of the previous term. Failure to do so will result in the client having to pay the full course fees for the following term. Notice for term 2 cancellation must be received by 1st November 2018, Term 3 cancellation 1st March 2019. After this, no refunds will be given.
• Letters sent as reminders for late payment of fees will incur a charge of 10 CHF per correspondence.
• We do not allow new students to observe or take part in trial classes. However, if after the Academy's first lesson a new student chooses not to continue with the course, it may be possible to cancel that place with a partial refund at Simply Theatre's discretion.

Attendance & Student Safety

• On joining the Academy, students and parents acknowledge that they are making a commitment. Regular weekly attendance is essential. Students who regularly miss Academy classes without good cause and prior notice may be asked to leave the course and will lose their place. In this instance, no refunds will be given.
• Parents are responsible for the transporting of their children to and from classes. Children should arrive a few minutes before class to ensure that they are ready for the course start time, and should be collected at the designated time at the end of the class.
• Late arrivals can be very disruptive for everyone involved and therefore should be avoided. Students are permitted to arrive up to a maximum of 15 minutes in advance of class start times.
• Simply Theatre Academy is responsible for students from the course start time, until the time stipulated for the class to end.
• Parents should ensure that students, especially those aged 9 and under, wait inside the Academy venue until the person designated to collect them has arrived.
• If a student is going to be absent from their weekly class, please contact the Academy office in advance to let us know.
• If a student is sick please respect the child, other students and teachers by keeping them at home and informing the Academy office.
• No refunds are available for missed sessions or illness. Make up days on other courses at the Academy are not possible.
• Simply Theatre Academy reserves the right to refuse admission to a course or withdraw a student from a course if their behaviour is detrimental to the enjoyment or development of the other participants.

Clothing & Equipment

• Due to the nature of the courses it is advisable for students to bring along a bottle of water clearly marked with their name to each class. This way they can take a sip as and when needed. No juice or fizzy drinks will be allowed in the studios.
• Chewing gum is not permitted anywhere in any Academy venues.
• Hair should be away from the face. This is to ensure that it does not become a distraction, restrict visibility of the face when acting and to allow for free movement. Students with long hair should either come with their hair tied back away from the face, or else bring a hair bobble with them to every class.
• For safety reasons earrings should not be worn except for small studs. Please be sensible with other jewellery.
• We strongly advise that student clothing and items be marked clearly with the student's name.
• All personal belongings brought to the Academy are the responsibility of the parent/participant. Simply Theatre Academy does not accept responsibility for any loss or damage to personal possessions.
• Parents are responsible for the cost of any property or facility damage caused by themselves or any children they book on to a course.

Clothing - Drama classes

• All students will receive a complimentary Academy T-shirt on their first Academy session of the year. They are expected to wear this to every class and will be asked to wear it at some Academy events. All students should wear either trousers or shorts which do NOT inhibit movement and should be comfortable. No skirts or dresses should be worn for the same reasons. Denim jeans/shorts should also be avoided as they will restrict movement.
• Outdoor shoes are not permitted to be worn inside the studios. Students may go barefoot, but are encouraged to bring flat indoor 'gym' or 'ballet' shoes. Again, these should be comfortable and flexible enough to allow for active movement.

Clothing - Performing Arts

• As with the Drama courses, each PA student will receive a complimentary T-shirt at the beginning of the year. This will form part of their compulsory kit which must be worn at every class.
• Due to the PA weekly course comprising one third dance and movement, we have a strict uniform which must be worn at every class:
    - Plain black jazz trousers / track pants (no hipster / coloured piping / logos- they will not be permitted
    - Academy T-shirt (complimentary and given out at the first class)
    - Black gym / jazz shoes
• After the first week, students failing to conform with the Academy's Performing Arts clothing regulations will not be permitted to take part in the class. If you have any problems or questions regarding the clothing regulations, please contact the office directly.

Parents are required to read these terms and conditions in full and agree to them by signing their registration form in advance of their child taking part in Academy Classes. Please keep your copy of the terms and conditions for your records.