Kids' Theatre Works 2012

FAQ's / Terms and Conditions

Absenteeism

Please call Kids' Theatre Works in advance if your child will be absent from a class. Absenteeism can be very disruptive so please make sure your child does not miss more than two classes.
NB: Repeated lateness and absenteeism will result in a child losing their part or position in the piece being rehearsed.
To make up a missed class, please call us in the office to make arrangements. Please note that missed classes cannot be transferred to the following term under any circumstances.

Before and After Class

Kids' Theatre Works instructors are not responsible for students before and after classes. Please drop off and collect your child promptly.
Payments
Payment is due upon registration. Registration is not guaranteed until payment has been received.

Guests in Class

For the comfort of our students, parents are not allowed to watch the classes and are asked to wait in the lobby, or enjoy a coffee nearby!

Joining Mid Term

This is decided on a case by case basis. Please call the Kids Theatre works office to have a discussion with a member of the team.
If your child joins within the first 3 weeks of term, the full term fees are applied and you are welcome to make up the missed classes before the end of the term concerned.
If a child is invited to join from the 4th week of term onwards, only the remaining classes will be charged for.

Lateness

Please ensure your arrives on time for class. We respectfully request that you do not send your child to class if he or she will be more than 10 minutes late. Many classes work towards a performance and lateness can disrupt the rehearsal process and overall the resulting production.
NB: Repeated lateness and absenteeism will result in a child losing their part or position in the piece being rehearsed.

Performances

Show Stoppers , Scene Works and Youth Theatre classes work towards up to 2 performances per year. Other Students have open classes at the end of term, which parents and friends are welcome to view and join in!

Office Location

Our office is on the 2nd floor of DUCTAC. DUCTAC is on the 2nd floor of the Mall of the Emirates. Orange Car Park, Row S/T/U.

Registration

• All students must be registered and have their classes paid for before attending the first class.
• Check our new schedule online and APPLY for the course of your choice, by phone, email or in person at our office at DUCTAC
• REGISTER: Fill out a registration form, pay one time AED 100 dhs registration fee, and Confirm your child's space by making payment for the term in advance.
• RENEWALS: the last three weeks of any term are open for re-registration for the upcoming term. (See Step 2, above) Please note that we will open up registration for the general public in the last week of term.

Refunds

All refunds will incur a AED100 administration fee.
a) Courses
• CANCELLATIONS can be made up to one week prior to class beginning. Notification of a cancellation must be made in writing to hello@kidstheatreworks.com. Refunds will be processed within 3 working days.
• Once the term has started, WITHDRAWING STUDENTS can only claim a refund after their first class. To receive the refund, Kids' Theatre Works must be notified within 1 week of the first class.
b) Holiday Camps
• CANCELLATIONS must be made in writing to hello@kidstheatreworks.com up to one week prior to Holiday camp beginning. Refunds will then be processed within 3 working days of email being received.
• We regret that no other refunds will be processed under any circumstances.

Sibling Discounts

We regret that we do not offer discounts for siblings.

Trial Classes

We regret that we do not offer Trial Classes. Please see the Refund Section above.

Transport

Kids' Theatre Works does not offer transport.

Uniforms

All Students must purchase a Kids' Theatre Works T-shirt. No shorts, dresses, skirts allowed. Students must be wearing clothes that allow them to move freely as all classes involve movement and warm ups. Acting Up classes require long blue jeans. Scene Works and Show Stoppers classes require all blacks – sweat pants, leggings, jazz pants are all acceptable.All Show Stopper students must wear appropriate dance shoes. Please see Uniform sheet on home page for more details.