

Karen Forbes School of Dance

07506 946 882

karenforbesschoolofdance@gmail.com

Autumn 2017

Dear Parent

Following last term's tap, modern and jazz exams, I am delighted to inform you of a 100% success by all students with many achieving the highest mark of distinction. Well done to everyone! We have had a lovely term with many pupils performing at the St Marys Church Fair last weekend. The effort made by everyone was amazing and we received many compliments from both organisers and spectators. We would also like to say many thanks to parents who helped out and made the day so special.

BALLET EXAMS - Important information

Exam dates could be any of the following weekends - 9th/10th December or 16th/17th December. As soon as we are informed we will advise accordingly (please note that in exceptional circumstances the ISTD reserve the right to change these dates). It is imperative that children attend all classes if they wish to be considered for these examinations.

STUDENT NEWS

London Children's Ballet

Congratulations to Rio Barker and Emma Nasskau who performed with the main cast of the LCB and to Celina Rovini and Ciara Donovan-Hill who will be performing with their touring company.

National Youth Ballet

Well done to the following students who have been awarded places in the NYB 2017 season - Gabrielle Gallen, Rebeca Lanaway, Celina Rovini, Daisy Smith, Maya Topolski.

Royal Ballet School

Congratulations to Rio Barker and Emma Nasskau who will be joining one of our current students, Maya Topolski, as Junior Associates at the Royal Ballet School.

Surrey Youth Ballet

Well done to the following students who have been awarded places for the SYB 2017 season - Alazoa Amartey, Ciara Donovan-Hill, Chloe Ellam, Gabrielle Gallen, Lydia Haywood Banks, Rebeca Lanaway, Aoife McDonnell, Elizabeth Partridge, Celina Rovini, Maya Topolski, Alice Wheeler and Elsie Young.

SUMMER SCHOOL

We have a few remaining places for Summer School (4-11 year olds) from 31st July - 4th August. Activities include learning routines in all dance genres and musical theatre featuring songs from the shows, Arts & Crafts making masks and crowns plus an end-of-week performance to parents and friends. Places are limited so please ensure you book quickly to avoid disappointment. Cost - £125 for the week.

NEW - ADULT BALLET CLASS!

Come and experience the joy of ballet in this introductory six-week course, every Wednesday at 6.15pm. Ideal for those with previous knowledge or just a passion for this creative dance form, the hour-long class will enable adults to learn or improve their ballet technique. Six week course starts 13 September. Please see timetable for full class details and price.

OPEN DAYS

Most open days will be taking place from the week commencing Saturday 1st July but please check with the relevant teacher as to which day and time is applicable for your child's classes.

Please note - deadline for Autumn Term applications and clearance of payments is Saturday 8 July.

Wishing you a lovely summer break, Karen

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AUTUMN TERM APPLICATIONS – Notes for Guidance

PLEASE READ THIS IMPORTANT INFORMATION!!

As **places are limited** and **demand is increasing** to ensure you have a place for next term please follow these simple steps.

1. Complete one form per child you are applying for.
2. Complete in full your child's details including age and date of birth, full address, parent/guardian contact numbers (landline and mobile) and email address.
3. List each individual class that you wish the child to attend and enter the corresponding amount due using the calculation table for 12 weeks displayed within the Terms and Conditions.
(If paying weekly, please insert the weekly amount as set out in the weekly class table)
4. If applying for vocational classes please list separately on the reverse of the application form and then add sub-total to total due.
5. Calculate and complete the Total Due in the final box.
6. Indicate method of payment by **cash, cheque or BACs** on the form.
(Forms without a cheque card number and expiry date or printed BACS confirmation will not be accepted)
7. Sign and date the application form.
8. Return the application form to your child's teacher enclosing payment by cash/cheque or printed BACS receipt by the deadline date.

Please note –

To qualify for discount, applications must be received (including weekly payments) and BACs payments cleared by **8 July**. Please note - BACs payments must be **cleared by 8 July** and proof of payment attached to the application form. We won't chase for payments - if they are not received by this date we will assume you no longer require the place.

Any applications received after that date will have the payment returned and will go automatically on to the waiting list. Applicants on the waiting list will be informed of availability of places during the week before term starts. **Fees will be higher and there will be no guarantee that there will be places available.**

There will be a £10 surcharge for payments received after 8 July (including weekly payments).

Classes booked after 8 July will not be applicable for discount.

Applications for classes received without a completed form will not be accepted.

With many thanks

Karen

MEDIA REMINDER

Following the launch of the KFSD website <http://karenforbesschoolofdance.co.uk> and new email address karenforbesschoolofdance@gmail.com don't forget that our Facebook page is up and running. Please visit us at <http://www.facebook.com/KarenForbesSchoolOfDanceLondon> sign up and like us!

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AUTUMN 2017 TERM DATES			
Saturday 9 September – 2 December (Half Term 28 October)			
8.30 – 9.30	Senior Contemporary & Stretch ¹	£11.50 per class (£138 for 12 weeks)	
8.45 – 9.30			Grade 2 Ballet
9.30 – 10.15		Young Funky Jazz & Tap	Grade 2 Ballet
10.15 – 11.00	Silver Jazz Awards	Grade 1 Modern	Pre-Primary Ballet 1
11.00 – 11.45	Musical Theatre	Bronze Jazz Awards	Primary Ballet
11.45 – 12.30		Grade 1 Tap	
12.30 – 1.15		Junior Contemporary & Stretch	
Monday 11 September (make up)/18 September – 11 December (Half Term 23 October)			
4.00 – 4.45	Grade 3 Ballet		
4.45 – 5.30	Grade 3 & 4 Ballet		
5.30 – 6.15	Grade 4 Ballet		
6.30 – 7.30	Intermediate Ballet ¹	(Held at Rutlish School)	
	£11.50 per class (£138 for 12 weeks)		
7.30 – 8.00	Pointe Work ²	£7.25 per class (£87 for 12 weeks)	(Held at Rutlish School)
Tuesday 12 September – 5 December (Half Term 24 October)			
4.00 – 4.45	Pre-Primary Ballet 2		
4.45 – 5.30	Grade 5 Ballet		
5.30 – 6.15	Grade 5 Ballet		
6.30 – 7.30	Intermediate Ballet ¹	(Held at Rutlish School)	
	£11.50 per class (£138 for 12 weeks)		
7.30 – 8.00	Pointe Work ²	£7.25 per class (£87 for 12 weeks)	(Held at Rutlish School)
Wednesday 13 September – 6 December (Half Term 25 October)			
4.00 – 4.45	T.B.C.		
4.45 – 5.30	Grade 6 & Intermediate Ballet		
5.30 – 6.15	Grade 6 & Intermediate Ballet		
6.30 – 7.30	NEW! Adult Ballet ³ – Introductory course	(£52.50 for 6 weeks)	
7.15 – 8.00	Grade 6 Modern		
8.00 – 9.00	Intermediate Tap ¹	£11.50 per class (£138 for 12 weeks)	
Thursday 14 September – 7 December (Half Term 26 October)			
<i>Please note – Make up class from Summer term for Grade 1 Ballet, Grade 2 Tap, Grade 3 Modern and Junior Funky Hip-Hop on Thursday 14 December</i>			
4.00 – 4.45	Grade 1 Ballet	Grade 2 Tap	
4.45 – 5.30	Grade 1 Ballet	Grade 3 Modern	
5.30 – 6.15	T.B.C.	Junior Funky Hip-Hop	
6.15 – 7.00	Grade 3 Tap		
7.00 – 7.45	Grade 4 Modern		
8.00 – 9.00	Adult Tap ¹	£11.50 per class (£138 for 12 weeks)	(Held at Rutlish School)

^{1,2&3} These select classes are priced individually and do not count towards the multi-session discounts.

They are introductory/vocational/adult level and costings are subject to the number of students in the class.

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TERMS & CONDITIONS

N.B. PLEASE ENSURE THAT THE CORRECT AMOUNT IS PAID ON TIME OR PLACES CANNOT BE GUARANTEED.

All classes that are missed must be paid for or places will be lost.

Please note that vocational grades will now be charged at a fixed price no matter how many classes, like most institutions, as they are small classes and vocational. Please therefore adjust prices accordingly.

1. Fees per individual student - PLEASE NOTE THAT IF ANY CLASS IS VOCATIONAL THEN ANY OTHER SUBSEQUENT CLASS(ES) BOOKED WILL BE CHARGED USING THE NEXT PRICE DOWN THE LIST AND MULTIPLIED BY 12.
INTRODUCTORY/VOCATIONAL CLASSES ARE PRICED SEPARATELY AND MUST NOT BE ADDED TO THE PRICES.

1st class per week if paid in advance £9.00 per class= £108.00 for 12 weeks
2nd class per week if paid in advance £8.50 per class= £210.00 for 12 weeks
3rd class per week if paid in advance £8.50 per class= £312.00 for 12 weeks
4th class per week if paid in advance £8.25 per class= £411.00 for 12 weeks
5th class per week if paid in advance £8.25 per class= £510.00 for 12 weeks
6th class per week if paid in advance £8.00 per class= £606.00 for 12 weeks
7th class per week if paid in advance £8.00 per class = £702.00 for 12 weeks
8th class per week if paid in advance £7.75 per class = £795.00 for 12 weeks
9th class per week if paid in advance £7.75 per class = £888.00 for 12 weeks

10th class per week if paid in advance £7.50 per class= £978.00 for 12 weeks
11th class per week if paid in advance £7.25 per class= £1,065.00 for 12 weeks
12th class per week if paid in advance £4.50 per class= £1,119.00 for 12 weeks
INTERMEDIATE BALLET (1 hour) £11.50 per class = £138 for 12 weeks
POINTE WORK (1/2 hour) £7.25 per class = £87 for 12 weeks
CONTEMPORARY & STRETCH £11.50 per class = £138 for 12 weeks
ADULT TAP £11.50 per class = £138.00 for 12 weeks
ADULT BALLET INTRODUCTORY COURSE = £52.50 for 6 weeks
(please note – costings are subject to the number of students in the class)

PRIVATE LESSONS

£40.00 PER CLASS (PAID IN ADVANCE) - 45 MINUTES PER CHILD

£50.00 (PAID IN ADVANCE) - 45 MINUTES PER ADULT/MAJORS

WEEKLY CLASSES

These costings are for students who pay weekly.

1st class per week if paid in advance £9.50 per class
2nd class per week if paid in advance £9.00 per class
3rd class per week if paid in advance £9.00 per class
4th class per week if paid in advance £8.75 per class
5th class per week if paid in advance £8.75 per class
6th class per week if paid in advance £8.50 per class

7th class per week if paid weekly £8.50 per class
8th class per week if paid weekly £8.25 per class
9th class per week if paid weekly £8.25 per class
10th class per week if paid weekly £8.00 per class
11th class per week if paid weekly £7.75 per class
12th class per week if paid weekly £5.00 per class

EXAM CLASSES & EXTRA LESSONS

PLEASE NOTE THAT PRICES WILL BE DIFFERENT AND DEPENDENT ON VENUE FEES, THE TEACHER TAKING THE LESSON AND THE NUMBER OF STUDENTS IN THE CLASS.

2. If one class is paid for in advance and the others are paid weekly see below for the prices. Please note that payment needs to be presented at the beginning of the week otherwise places could be lost.
Children
Graded Pupils Extra exam tuition (depending on time, venue and number of children), additional cost to be advised.
3. Please note: extra classes, like examination or weekly classes must be paid for on the day.
4. Please note: Exams are not applicable to all pupils and I reserve the right to withdraw and/or enter pupils at my discretion at any stage. Kindly ensure that envelopes are clearly marked with your child's name and amount.
5. Weekly payers wishing to reserve places please return the booking slip with one week's payment. This covers the first week's class only. Should children not arrive on the first class of term their places will automatically be lost unless you contact me.
6. Please note there will be no refunds under any circumstances.
7. Children who miss class will not be able to make them up, unless by prior arrangement and at weekly class fee.
8. Existing pupils please note that should their remittance along with their application form not be presented by the closing date i.e. the last day of term, their places will be lost.
9. Neither the school (Karen Forbes School of Dance) nor the hall will be liable for the loss or damage of any property belonging to the pupils.
10. Parents and Guardians of children under the age of five are requested to remain on the premises i.e. in the corridor or in the room, in case they are needed during class.
11. As is the case in any dance class, physical contact from teachers with pupils is an essential part of the lesson in order to rectify posture.
12. If any unforeseen circumstances arise causing a class to be cancelled or the venue to be changed, a suitable alternative class will be arranged at my discretion and no refunds will be offered.
13. Discounted prices are only available if classes are booked in advance by the appropriate date.
14. Any student wishing to attend external auditions must obtain prior consent from Karen Forbes or they may lose their place in the school.
15. I reserve the right to refuse application to pupils or remove pupils from the school at my discretion.
16. Whilst all due care is taken neither the school (Karen Forbes School of Dance) nor the hall will be liable for injuries sustained during classes.
17. If a pupil has an injury, even if sustained elsewhere, the school must be informed so that we can take appropriate precautions.

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APPLICATION FORM (ONE PER STUDENT)

Please refer to Autumn Term Application Notes for Guidance when completing this form

Student Name		Parent Name		
Address				
Telephone (Landline)		Mobile		
Age		Date of Birth		
Email (please provide your current address and print clearly)				
Class	Specify Ballet, Tap, Modern etc.	Grade	Day & Time	Amount payable for 12 weeks
1 st				
2 nd				
3 rd				
4 th				
5 th				
6 th				
(Please continue on reverse if required ...)				
			Total Due	£
Paid by <input type="checkbox"/> cash <input type="checkbox"/> cheque <input type="checkbox"/> BACs			Date	
Cheque card number/expiry date				
BACS reference (proof of payment must be attached and cleared by 8 July)				

To pay by BACs

Karen Forbes School of Dance, Sort code 30-94-77, Account number 02451506

I accept the Terms and Conditions of the Karen Forbes School of Dance which I have read and understood.

Signed:

Date:

Name:

(Please use capitals)

**DON'T FORGET - TO RECEIVE YOUR DISCOUNT THE DEADLINE
FOR CLEARED PAYMENTS IS THE 8 JULY**