

Karen Forbes School of Dance

07506 946 882

karenforbesschoolofdance@gmail.com

Autumn 2021

Dear Parents

We hope that you are well. We have certainly been busy this half term with Ballet pupils continuing to work on spatial awareness and continue to improve their Allegro. We are also working a lot on trying to marry up artistry and performance with our technique. Our little ballet pupils have enjoyed working on different themes and developing nice feet and soft landings with their jumping and they've been having a magical adventure in class. In Modern and Tap pupils are getting ready for exams which will hopefully be next term. We are working on pick-ups in Tap and in Modern we are enjoying learning our dances and working on fine details with our arms and positions. In Musical Theatre we have been studying Shrek the Musical and working on our acting and in Contemporary we have been practising our rise and fall and stretching.

Wishing you a lovely summer.

Best wishes

Karen

VENUE DETAILS

Venue details for the Autumn Term remain the same:

- **Mondays, Tuesdays and Wednesdays** – classes remain at **St Mary's Church Hall**.
- **Saturdays** – All classes will take place at **St Marys School, Russell Road, Wimbledon, SW19 1QL**. Parking is available at the school as long as it is pre-booked via the 'Just Park' app. The school car park is accessed via Pelham Road. There are also numerous pay and display car parks in the area including Centre Court Car Park.

COVID PRECAUTIONS

We request that pupils do not arrive too early for classes to ensure that the corridors and waiting spaces are not overcrowded. Hands should be washed prior to attending classes. Also, should any pupils or their families have any of the following symptoms then please do not attend classes:

- High temperature
- New, continuous cough
- Loss or change to your sense of smell or taste

Please note below the additional health and safety measures, in line with current government guidance, will continue to be implemented – please see below.

NEW ClassForKids

We are pleased to let you know that we will now be using the ClassForKids online booking and payment system for all class bookings. If you do not already have a ClassForKids account you will be asked to register for an account. Please register using the contact details that you would like us to use to get in touch with you and we will also be using the system to send emails and text messages to parents. Once you have set up your account you will be able to update your contact details as necessary and book and pay for classes online. Please use the discount codes included in the Terms and Conditions below if you are booking more than one **standard** class per week to ensure the appropriate discount is applied to your basket prior to payment.

AUTUMN 2021 EXAMS

Exam dates for Ballet, Modern and Tap could be any of the following weekends: 27/28 November, 4/5 December and 11/12 December 2021. Please do keep all of these dates free until we are able to confirm. Please note that all pupils will be looked after regardless of whether they will be taking exams.

Please note that there will also be additional lessons to prepare for the exams with Modern and Tap likely to be on Saturdays, Ballet to be confirmed; we will notify dates and times in advance. It is imperative that pupils attend **all** classes if they wish to be considered for examinations.

ROYAL BALLET SCHOOL

We are thrilled that Jack Conn and Lena Tokajuk have been awarded places on the Royal Ballet School Junior Associate Programme – Congratulations!!



TRING SCHOOL OF PERFORMING ARTS

Wishing the best of luck to Lizzie Partridge who will be starting at the Tring School of Performing Arts in September 2021.

SURREY YOUTH BALLET

A huge congratulations to Emily, Constance, Isabella, Evie, Ella, Ava and Alazoa who have all been selected for the Surrey Youth Ballet with Alazoa to perform a solo – well done, we are so proud of you all!!



AUDITIONS

Please note that children that apply for dance or musical theatre auditions are requested to ask consent of the Karen Forbes School of Dance prior to audition otherwise they will be dismissed from the school.

HEALTH AND SAFETY – COVID 19 PRECAUTIONARY MEASURES

Please note that we will be taking all necessary precautions, following government guidance to keep the pupils and teachers safe. This will include ensuring social distancing measures are in place in the classrooms and corridors, requesting handwashing before entering class, as well as hand sanitiser being available. All surfaces, door handles etc will be wiped down between classes. Where possible the dance spaces will be well ventilated. We ask that only essential items are brought into the teaching area (water bottles etc) and that items are not shared between pupils. Should any pupils or families of pupils display any coronavirus symptoms please let the school know immediately.

APPLICATION DEADLINE & DISCOUNT

Please note that refunds are not available once classes have been booked. To qualify for discount, applications must be received, and payments **cleared by 22 July 2021**.

We will not chase for payments - if not received by this date we will assume you no longer require the place.

There will be a £10 surcharge for payments received after 22 July 2021 (including weekly payments). Classes booked after 22 July 2021 will not be eligible for discount nor will they be guaranteed a place.

Please note - the deadline for the Autumn Term applications and clearance of payments is: 22 July 2021.

Please note that should there be any disruption to autumn classes due to coronavirus, classes will be made up at the next possible opportunity either virtually or through physical classes when it is safe to do so.

NO refunds will be given.

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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. Create a ClassForKids account (if you do not already have one) by following the booking link provided.
2. Complete all registration question via Class4Kids (this will only need to be done on first registration).
3. Select each individual class that you wish your child to attend, including specialist classed where applicable. Please do this once per child.
4. Once all classes have been selected proceed to your basket to make payment. If you have booked more than one standard class per pupil per week please do not forget to enter the relevant discount code as annotated below.
5. Payment should be made online via ClassForKids. Class places cannot be confirmed until payment has been made.
6. All payments should be received by **Thursday 22 July 2021**.

Any applications received after the deadline date (**22 JULY 2021**) may have the payment returned and applicants automatically placed 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.

Applications for classes can only be made online via ClassForKids.

UNIFORM

Please note – The uniform for Tap, Modern and Contemporary classes is available to purchase.

The red and black leotard has been custom designed for the school and can only be purchased from The Ballet Boutique in Wimbledon (146 Merton Road, Wimbledon SW19 1EH, Tel: 020 8540 9000).

Black convertible or footless tights should be worn for Modern/Contemporary. Black convertible tights should be worn full-footed or regulation black dance socks worn with footless tights for Tap.

GDPR COMPLIANCE

The Class4Kids system is fully GDPR compliant. You will be asked to provide photo/video permissions when you register on the system as well as your up-to-date contact details. We ask that should your contact details change at any time to please update your Class4Kids account so that we can stay in touch with you, or should we need to contact you in case of an emergency.

MEDIA REMINDER

All information can be found on the KFSD website <http://karenforbesschoolofdance.co.uk>

To contact us please email karenforbesschoolofdance@gmail.com

Don't forget that our Facebook page and Instagram is up and running.

Please visit us at <http://www.facebook.com/KarenForbesSchoolofDanceLondon> and like us

or follow us on Instagram @KarenForbesDance

AUTUMN 2021 - TERM DATES
MONDAY 6 SEPTEMBER – SATURDAY 4 DECEMBER 2021
(12 Weeks)

Monday 6 September 2021 – Monday 29 November 2021
(12 Weeks)
St Mary's Church Hall

3.30 – 8.00	Coaching
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Tuesday 7 September 2021 – Tuesday 30 November 2021
(12 Weeks)
St Mary's Church Hall

3.30 – 4.00	Coaching
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4.00 – 4.45	Grade Two Ballet
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4.45 – 5.30	Grade Two Ballet
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5.30 – 6.15	Grade Six Ballet
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6.15 – 7.00	Grade Six Ballet
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7.00 – 7.45	Grade Six Ballet
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Wednesday 8 September 2021 – Wednesday 1 December 2021
(12 Weeks)
St Mary's Church Hall

4.00 – 4.45	Coaching
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4.45 – 5.30	Grade Four Ballet
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5.30 – 6.15	Grade Four Ballet
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6.15 – 7.45	Intermediate Ballet (£264.00 for 12 weeks)**
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7.45 – 8.15	Pointe Work (£96.00 for 12 weeks) **
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**** Please note these classes are highly specialist and therefore incredibly small group which is reflected in the price****

Saturday 11 September 2021 – Saturday 4 December 2021
(12 weeks)
St Mary's School – Russell Road, Wimbledon

8.00 – 8.45	Primary Ballet	8.45 – 9.30	Grade One Tap
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9.00 – 9.45	Grade Five Ballet	9.30 – 10.15	Grade Two Modern
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9.45 – 10.30	Grade Five Ballet	10.30 – 11.00	Contemporary & Stretch (£84 for 12 weeks)
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10.45 – 11.30	Pre-Primary Two Ballet	11.00 – 11.45	Grade Three Modern
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11.45 – 12.30	Grade Three Ballet	11.45 – 12.30	Grade Three Tap
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12.30 – 1.15	Grade Three Ballet	12.30 – 1.15	Musical Theatre
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****These specialist classes are priced individually and do not count towards the multi-session discounts.**
Vocational class costings are subject to the teacher, venue and number of students in the class.

Please note the following classes are **NOT** included in the standard class multi-class discount:

- Intermediate Ballet
- Pointe Work
- Contemporary & Stretch

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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 specialist 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. The difference in pricing reflects the number of pupils in the class, venue fee and teacher taking the class. We reserve the right to adjust pricing if numbers in a class reduce at any point. We reserve the right to cancel or change class times at any point. Please note that should there be any disruption to autumn classes due to coronavirus, classes will be made up at the next possible opportunity either virtually or through physical classes when it is safe to do so. NO refunds will be given.

Fees per individual student - PLEASE NOTE THAT IF ANY CLASS IS SPECIALIST (VOCATIONAL) THEN ANY OTHER SUBSEQUENT CLASS(ES) BOOKED WILL BE CHARGED USING THE NEXT PRICE DOWN THE LIST AND MULTIPLIED BY 12. INTRODUCTORY/SPECIALIST (VOCATIONAL) CLASSES ARE PRICED SEPARATELY AND MUST NOT BE ADDED TO THE PRICES. ALL SPECIALIST (VOCATIONAL) CLASS COSTINGS ARE SUBJECT TO THE TEACHER, VENUE AND NUMBER OF STUDENTS IN CLASS.

1st class per week if paid in advance	£9.75 per class=	£117.00 for 12 weeks	
2nd class per week if paid in advance	£9.25 per class=	£228.00 for 12 weeks	Use discount code Class2
3rd class per week if paid in advance	£9.25 per class=	£339.00 for 12 weeks	Use discount code Class3
4th class per week if paid in advance	£9.00 per class=	£447.00 for 12 weeks	Use discount code Class4
5th class per week if paid in advance	£9.00 per class=	£555.00 for 12 weeks	Use discount code Class5
6th class per week if paid in advance	£8.75 per class=	£660.00 for 12 weeks	Use discount code Class6
7th class per week if paid in advance	£8.75 per class =	£765.00 for 12 weeks	Use discount code Class7
8th class per week if paid in advance	£8.50 per class =	£867.00 for 12 weeks	Use discount code Class8
9th class per week if paid in advance	£8.50 per class =	£969.00 for 12 weeks	Use discount code Class9
10th class per week if paid in advance	£8.25 per class=	£1068.00 for 12 weeks	Use discount code Class10
11th class per week if paid in advance	£8.00 per class=	£1164.00 for 12 weeks	Use discount code Class11
12th class per week if paid in advance	£5.25 per class=	£1227.00 for 12 weeks	Use discount code Class12

Please note the following classes are NOT included in the standard class multi-class discount: Intermediate Ballet, Pointe Work, Contemporary & Stretch

PRIVATE LESSONS (MUST BE PAID IN ADVANCE)

£42.00 PER CLASS - 45 MINUTES PER CHILD

£50.00 PER CLASS - 45 MINUTES PER ADULT/MAJORS/VOCATIONAL

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.

1. Please note: extra classes, like examination or coaching classes must be paid for prior to the class.
2. Please note: Exams are not applicable to all pupils and Karen Forbes School of Dance reserves the right to withdraw and/or enter pupils at their discretion at any stage.
3. Please note there will be no refunds under any circumstances – make up classes will be offered where necessary.
4. Children who miss class will not be able to make them up, unless by prior arrangement and at the weekly class fee.
5. Existing pupils please note that should their booking and payment not be presented by the closing date, their places will be lost.
6. 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.
7. 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.
8. 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.
9. 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.
10. Discounted prices are only available if classes are booked in advance by the appropriate date.
11. Any student wishing to attend external auditions must obtain prior consent from Karen Forbes or they may lose their place in the school.
12. Karen Forbes School of Dance reserves the right to refuse application to pupils or remove pupils from the school at my discretion.
13. If a pupil has an injury, even if sustained elsewhere, the school must be informed so that we can take appropriate precautions.
14. Whilst every effort is made to keep children safe when dancing injuries can still be sustained, like they can occur in any area of exercise, and neither the school (Karen Forbes School of Dance), individual teacher or the hall will be liable for injuries sustained during classes.
15. Pointe Work: for students undertaking Pointe Work we must stress this must only be undertaken with the supervision of the teacher and never outside the class.