



Terms and Conditions – Holiday Programmes

Fees and refunds

1. A fee is charged per week of the holiday programme.
2. Breakfast Club is charged as an added extra to the course fees
3. Wac Arts does not offer pro-rata fees for holiday projects.
4. Refunds will not be given for non-attendance, other than for the reason set out in Clause 11.
5. Where Wac Arts cancels a holiday project, a full refund will be given.
6. Fees are currently exempt from VAT.

Payment

7. The holiday programme fee must be paid in advance via the third-party provider.
8. Wac Arts no longer accepts cash, cheque, or direct debit for fees. Wac Arts will not be held responsible for payment left at reception or with tutors.
9. Wac Arts reserves the right to remove students from the programme and not re-enrol them if fees remain outstanding.

Register, attendance, and absence

10. A register for each class is maintained by the tutor. Student attendance is recorded for the purposes of safety, security, and quality assurance monitoring.
11. Students enrolled in breakfast club may arrive from 8:30am, for all other participants registration begins at 9:45 each morning.

12. If a student is absent from the holiday programme due to a medical condition, a pro rata credit of the fees paid for the classes not attended will be given upon Wac Arts receipt of a valid medical certificate. The medical certificate must be provided within one month of the absence, otherwise no credit will be given.
13. Where a student chooses to watch a class rather than participate, this still counts as attendance. No refunds or credits may be given for classes where a student merely watches.
14. Where a student is refused entry to a class for being more than 15 minutes late where this could pose risk of injury or disruption to the group, no refunds for the session will be due.
15. Refunds for holiday projects will be provided up to 30 calendar days prior to the commencement of the activity. After 30 days Wac Arts may provide a discretionary refund if we are able to fill the space with another participant.

Permissions (Medical & Photographic consent)

16. Medical: Parents are required to give permission for an authorised Wac Arts first aider to give any immediate and/or necessary first aid treatment. This includes any emergency medical treatment recommended by competent authorities including emergency medical staff.
17. Wac Arts uses photographs, video recordings and testimonials of our students for the purposes of publicising and promoting Wac Arts services. By signing these terms and conditions you give us permission to use photographs and / or video footage in which you, your child/ ward appears for such purposes.

If you give us your consent, you can change your mind at any time. If you decide to withdraw your consent, please let us know by emailing us at admin@wacarts.co.uk.

We are responsible for any personal information that is in any photographs and / or video footage that we take of you and we will always make sure that we use it in accordance with data protection law. For more detail about how we will use your personal information, and what your rights are in relation to your personal information, please visit our [Data Privacy Policy](#).

Physical Contact

18. Physical contact may be necessary by members of the tutor pool for sessions such as dance and movement. Physical contact will always be made in line with our Safeguarding Policy*. If you have any concerns regarding this matter, please contact the Head of Learning and Participation.

**a copy can be requested from admin@wacarts.co.uk*

Participation

19. The inclusive holiday programme is designed for those with mild to moderate learning needs, focused on a performing and creative arts curriculum. The holiday programme is not designed to accommodate young people with propound and multiple learning difficulties.
20. The inclusion holiday programmes are co-facilitated by two tutors, however Wac Arts does not provide 1-2-1 support for young people.
21. Where a young person needs 1-2-1 support, this must be provided by the family, social services or another provider.
22. Where a 1-2-1 support worker is provided, they should be suitably qualified and experienced for the role and willing to engage fully in the sessions to best support the young person and the teaching team.
23. Where a young person is collected from the building at the end of the activity, this should be done in a timely manner.
24. For holiday programmes Wac Arts will provide supervision during breaks, and the young people should remain in the building at all times.