

Pip Drama Club – Terms and Conditions

By enrolling your child in Pip Drama, you agree to comply with the following terms and conditions:

1. Fees and Payment

- All fees must be paid in full prior to the commencement of the session or term.
- Late payments may incur additional charges and may result in the immediate withdrawal of your child's place.

2. Attendance, Cancellations, and Withdrawals

- Refunds will not be issued for sessions missed due to student non-attendance.
- A maximum of one missed session per half-term may be carried forward to the subsequent half-term, subject to prior arrangement.
- Parents or guardians must notify Pip Drama in writing if a child wishes to withdraw from the club. Notice will take effect immediately upon notification.

3. Collection and Safeguarding

- Children must be signed out at the end of each session by an authorised adult known to Pip Drama staff.
- If an alternative adult is collecting your child, this must be pre-arranged with Pip Drama. Staff may require a pre-agreed security password before releasing the child.
- If students are walking home alone, written permission regarding this must be provided to both the school administration and Pip Drama.
- Late collection will incur a penalty fee of £10.00 for every 15 minutes exceeded.

4. Behaviour and Safety

- Children are expected to adhere strictly to the host school's behaviour policy.
- Children must follow staff instructions promptly and behave in a manner that ensures the physical and emotional safety of all participants.
- Pip Drama reserves the right to withdraw a child's place, either temporarily or permanently, if their behaviour compromises safety or disrupts the learning environment.

- No refunds will be issued if a child is excluded from sessions due to behavioural issues.

5. Medical Consent and Emergencies

- In the event of a minor injury or illness, parents/guardians grant permission for qualified Pip Drama staff to administer basic first aid.
- In the event of a medical emergency, Pip Drama staff are authorised to seek emergency medical treatment or call emergency services if a parent or guardian cannot be contacted immediately.
- Parents/guardians must notify Pip Drama in writing of any medical conditions, allergies, or additional needs before the child's first session.

6. Liability and Personal Property

- Pip Drama holds public liability insurance, but cannot accept responsibility for personal injury or loss of/damage to personal property during sessions.
- Children are advised not to bring valuable items or electronic devices to the club.

7. Data Protection (GDPR) and Communication

- Pip Drama takes data privacy seriously. All personal details, medical records, and contact information are held and stored securely in strict compliance with UK GDPR and data protection laws.
- Data is securely processed and managed via the [Spond App](#).
- Information is used solely for the administration of the club, safety, and necessary communication, and will never be shared with unauthorised third parties.

8. Photography and Media Consent

- Pip Drama may occasionally take photographs or video footage during sessions and performances for promotional, marketing, or social media purposes.
- Please consent or decline consent on the Spond app to your child being photographed or filmed for these purposes.
- If you do not consent, your child will be excluded from all promotional media but will still participate fully in all club activities.