

## Introduction

Within these terms and conditions, you will find all the information you may need to accept an offer of a place on the three-year Diploma in Classical Ballet and Dance Performance course. The terms are stipulated in detail, so we ask you to please read this document carefully before you sign and return it to the Student Support and Enrolment Coordinator.

If you still have questions after reading this document, please send your questions via email to [enrolment@enbschool.org.uk](mailto:enrolment@enbschool.org.uk). Please indicate in the email which member of staff your query should be directed to, for example Finance Manager, Student Support and Welfare Officer or Student Support and Enrolment Coordinator.

## Entry Requirements

Students should have completed their secondary education to the age of 16 and have five or more GCSE's including English Language and Mathematics at a standard pass, Grade 4 or higher, or the equivalent from their home country. A copy of the student's academic results must be provided in August 2023.

## Dance and Drama Award (DaDA)

The UK Education Skills Funding Agency (ESFA) offers awards for students undertaking further education courses in dance or drama, known as Dance and Drama Awards. To receive help with their fees students must:

1. Be aged 16-23 at the start of the course
2. Be a UK citizen  
or  
Have 'settled status' in the UK and have been ordinarily resident in the UK for at least three years prior to the start of the course.
3. Have a household income of less than £90,001

The application for DaDA will be assessed against the household income. Please complete the **attached DaDA Self-Declaration form** and return it with your child's acceptance of offer by 21<sup>st</sup> April 2023. After the initial self-assessment, the student will be given a provisional DaDA offer.

You will then be asked to fill out the DaDA application form where proof of the total household income must be provided. A complete and clear copy of this document must be sent to the Student and Enrolment Coordinator before the 29<sup>th</sup> May 2023. On receipt of this form, we will check your eligibility for DaDA and confirm how much you will need to contribute, if any, to your child's fees.

The School will invoice for this amount once their application form has been processed. This will be on or around 1 August 2023.

## Tuition Fees for none DaDA Funded Students

School tuition fees for the academic year 2023-2024 are £21,890 for full fee payers. The fee amount is regularly reviewed, and the School retains the right to increase fees with a term's notice. Fees are

invoiced and paid in advance, approximately one month before the start of each term. One term's fees are equal to 1/3 of the yearly tuition fee. The termly invoice will be sent to the email address of the parent named as the main contact for correspondence unless otherwise instructed.

The School tuition fees for 2023-24 are required by the following dates:

- £7,297 due on 1 August 2023
- £7,297 due on 1 December 2023
- £7,296 due on 1 March 2024

For us to confirm a fee-paying offer (none DaDA), for a new student an 'acceptance of a place payment' of £2,200 will be required by 1 May 2023. This does not apply to progressing students. This amount equals tuition fees of £2,000 and a £200 administration fee. The fee of £2,000 will be deducted from the student's final term's fees at the School. The student will not be able to commence training unless both the deposit and the 1<sup>st</sup> terms fees have been paid.

Recipients of a part scholarship will be advised by the Student Support and Enrolment Coordinator of their payment schedule, which will look different to the schedule above.

### **Method of Payment**

Parents to pay by BACS into the ENBS bank account.

### **Non-payment of School Tuition Fees**

Fees should be paid in full by the date specified on the invoice unless requested in writing and mutually agreed with the School in advance. If this date is missed the School may apply a late fee charge of 5% of the overdue balance. Where accounts continue to be in debt, School sanctions may be applied for example a student may be excluded from extra-curricular activities like rehearsal and performance visits, or as a last resort, students whose parents have not paid tuition fees according to the schedule of payments detailed above may have their place at the School terminated.

Please contact the School's Finance Manager, [enbsaccounts@enbschool.org.uk](mailto:enbsaccounts@enbschool.org.uk), immediately to discuss any difficulties with keeping up payments.

We are able to offer two potential payment plans:

- A total of 9 separate payments (3 each term) at a rate of £2433 for the first 2 payments, and £2432 for the remaining 7 instalments.
- A total of 6 separate payments (2 each term) at a rate of £3649 for the first 2 payments, and £3648 for the remaining 4 instalments.

### **Withdrawal and Refund Policy – Tuition Fees**

To withdraw from the School a full term's notice is mandatory. Failing this, a payment of a term's fees in lieu of notification will be charged, whether or not financial assistance from any source is being provided. The £2,000 'acceptance of a place' payment will be deducted from the final term's fees.

### **Withdrawal and Refund Policy – All Other Fees**

If a student chooses to leave before the end of the school year, under no circumstances will the School refund any fees paid into the School's bank account.

### **Scholarships**

Scholarships are to support students from low-income families and to ensure that talented students are not disadvantaged. If a student has been granted a scholarship, this will be reflected in the offer letter.

Recipients of scholarships will, on occasions, be required to represent the School at public engagements, performances and fundraising events. Any scholarships awarded in one year are not guaranteed for the following year(s).

#### **Other Fees Applicable for 2023-2024**

- Medical insurance £1344
- Vitamin checks £50
- School uniform (men) £325
- School uniform (women) £225
- Tutu (women) £150

Please note that the fees listed above are based on 2022-2023 costs and may vary when actual costs are received from providers.

Payment of any additional items such as replacement School uniform can be made through bank transfer into the School's bank account.

#### **Health and Insurance**

Every student must have private medical insurance with the School's AXA PPP Health Care Insurance Scheme. The yearly premium for the 2022-2023 academic year was £1344 with an additional excess fee of £100 that applies per year if/when needed. Some students might be exempt from this fee provided they are already covered by an adequate insurance policy; the policy must be approved in advance by the School's Healthcare Manager. A student will not be permitted to commence training at English National Ballet School unless medical insurance has been paid in advance.

Any pre-existing injury or medical condition needs to be disclosed to the School before accepting this offer. Failure to disclose any medical information that results in long term injury management will result in all additional costs being charged to parents.

#### **Online sharing of student's imagery agreement**

English National Ballet School will use students' images to represent and promote the artistic vision of the School on our website and social media. Please tick below to indicate whether you agree for your son / daughter's image to be used by the School for this purpose.

I agree to my child's image being used by the ENBS for this purpose

I do not agree to my child's image being used by the ENBS for this purpose

#### **Other Terms and Conditions**

Progression into further years of the course is dependent on the student's successful completion of each year's dance and academic studies, including satisfactory conduct and attendance. If a student fails to meet the required standard in their dance or academic work, they will be required to repeat the assignment, exam or course. Repeat fees will be charged, and the cost may vary.

All students are required to hold a bank account in the UK. The Student Support and Welfare Officer will be able to assist any student who needs to open a bank account.

All students must abide by the School's Code of Conduct.

Students offered places based on a video application are subject to a one term probation period.

The School cannot accept responsibility for loss or damage to property that may occur. Parents are strongly advised to arrange insurance for the student's property.

All questions regarding these terms and conditions may be emailed to [enrolment@enbschool.org.uk](mailto:enrolment@enbschool.org.uk). Please indicate in the email which member of staff your query should be directed to, for example Finance Manager, Student Support and Welfare Officer or Student Support and Enrolment Coordinator.

**By enrolling my/our son/daughter into English National Ballet School, I/we confirm that I/we accept the above terms and conditions.**

Signature(s) of Parent(s)/Guardian

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

To register acceptance of the terms at the School, please return a signed copy of this form and keep a copy for your own records.

Signature of Student

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

I/we accept the offer of a place at English National Ballet School on behalf of.....and agree to abide by the terms and conditions described above.

Signature(s) of Parent(s)/Guardian

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*