



SOUTH
LONDON
DANCE
SCHOOL

130 Herne Hill, London SE24 9QL
www.southlondondanceschool.co.uk
tel. 020 7978 8624

Adult Student Newsletter

Monday 3rd February 2020

Dear Adult Student,

We hope you are having a lovely start to the spring term. We'd like to say a huge thank you to everyone, especially Ros as chief organiser, who supported the recent second hand uniform sale by donating, buying or selling. Over the last two sales we have raised a wonderful **£813** for show costume fund.

Date for giving notice of leaving / request to change classes

Next term, the school timetable and your classes will remain the same. However, **if you will not be able to attend classes next term then notice of leaving must be given to us by email or in writing on or before Sunday 16th February.** Please ensure you contact me to give notice or ask to change classes by this date to avoid incurring any fee for next term as per our school Terms and Conditions *.

Please do not assume that we have received your email; it is your responsibility to ensure you receive a response from us before the deadline for notice of leaving.

* TERMS AND CONDITIONS RELATING TO INVOICING AND GIVING NOTICE OF LEAVING / CHANGING CLASSES

11. If you intend to withdraw yourself or your child from SLDS or change any class(es) that you or your child undertakes, **a minimum of half a term's notice (with the notice being received in writing (letter or email to the relevant Administrator is acceptable) on or before the last day of the first half of the term)** and the withdrawal or change will take effect from the **beginning of the next term.**

12. Withdrawal from or changes to classes you are / your child is signed up for may only take effect at the **start of each term.** Please note that where a parent / student gives notice of their intention to withdraw from or change classes **at any time after the last day of the first half of the term in any given term**, that notice will only take effect from the start of the second term following that notice and you will be invoiced and liable to pay for the relevant classes for the full duration of the first term following the notice.

13. ***For the avoidance of doubt: there is no right to withdraw or change classes midway through a term - if you give notice of your intention to withdraw or change class bookings during the half term break, during the second half of any term or at the end of term or during the holidays, this notice will not take effect until one full term later.***

14. If you wish to make a request in advance for preferred class(es) (at the existing or at the next level) for the next term, **a minimum of half a term's notice (with the request being received in writing (letter or email to the relevant Administrator is acceptable) on or before the last day of the first half of the term)** and we will accommodate the request as soon as possible.

Invoices for classes next term

Your invoice for classes in summer term 2020 will be emailed to you **by Monday 16th March** to the email address that you have provided for us. Please note that your invoice email will be sent from the following address, which is a different address to this one:

Adult Students - adultclasses@southlondondanceschool.co.uk

The deadline to pay will be the last day of this term; **Sunday 5th April**

If you do not receive your invoice by one week before the end of term, you should contact the office by email straight away so that it can be resent and so that you can meet the end of term payment deadline. It is the full responsibility of the parent / student to ensure they have received and paid their invoice before the end of each term for classes in the subsequent term, and if payment is not made by the deadline, late payment fees will apply as clause 10 of SLDS Terms and Conditions.

Once you have received your invoice, it is usually not possible to change classes and for this reason, we ask parents to refer to the current timetable.

Summer School - Monday 3rd - Friday 7th August

We will be holding a fantastic week of dance, musical theatre and fun for children during the summer (non-SLDS students are also invited). Get the dates in your diary! More information to follow.

Lost Property

The uniform and non-uniform lost property buckets in the waiting room will be emptied (for charity shop / second hand uniform sales) during the half term holidays. So, if you think you may have lost anything at the studios, please ensure you collect it before Monday 17th February.

Best wishes

Katarina Hill

Adult Classes Administrator - South London Dance School

South London Dance School

[130 Herne Hill, London, SE24 9QL](#)

020 7978 8624

www.southlondondanceschool.co.uk