



Office Address: 2 Farm Road, Winchmore Hill, London, N21 3JA
 Tel: 020 8360 5700
 Email: info@thedancestudio.co.uk
www.thedancestudio.co.uk

REGISTRATION FORM

Please complete in **BLOCK CAPITALS** and return together with £10.00 registration fee. This fee will be deducted from your first invoice. This enables your child to try two lessons before deciding whether to continue

EXISTING PUPIL

CHILD'S FIRST NAME SURNAME

ADDRESS

POST CODE DATE OF BIRTH/...../..... AGE

EMAIL ADDRESS

HOME TEL NO MOBILE TEL NO

PREVIOUS TRAINING.....

ISTD PIN NUMBER RAD PIN NUMBER

ANY MEDICAL CONDITIONS THAT WE SHOULD BE AWARE OF

.....

I consent to The Dance Studio holding a copy of, and processing, information regarding my child's medical condition in the case of emergency..

PREVIOUS TRAINING

TRAINING REQUIRED (PLEASE TICK)

BALLET		TAP		MODERN		HIP HOP		ACRO		OTHER	
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COMMENCING

PLEASE CONTINUE OVERLEAF

FOR OFFICE USE:

Start Date:..... Class: B / T / M / HH / J / O

Day/Time: Grade:

Confirmation sent:

No. of Weeks 1st term

For office use:

Date.....

cash/chq/card

REG FEE PAID:

£.....



CHILD(REN)'S NAME _____

Privacy Policy

The privacy policy describes what personal data we collect and what we do with that personal data. Personal data is information that can be used to identify you or your child or tell someone something about you or your child. The information which we collect may include your/ your child's name, contact details (and date of birth). We are also required to collect and process information relating to any medical conditions which your child has for health and safety reasons.

What personal data do we collect?

The Dance Studio collects details from the parent/carer regarding the student at time of registration including:

- Child's name, date of birth, home address, academic school and previous dance training
- Name, home/email address and contact number of parent/carer
- Any relevant medical conditions of child (ie. asthma, allergies, etc)

Why do we collect this information and how is it used?

- Child's name, date of birth and dance training information – we collect this information to identify the correct class for the student and eligibility for being entered for exams
- Home address, email address and phone number(s) of Child/Parent/Carer – we collect this information to distribute any necessary correspondence, invoices and other communications relating to The Dance Studio and your child, or to contact you in the case of emergency.
- Details of medical conditions – we collect this information to ensure that we are aware of anything that might put your child at risk and the attention that may be required.

Subject to your consent, we may send you information about Dance Studio events, workshops and summer schools and/or third party events, workshops and summer schools. You may withdraw your consent to your personal data being used for this purpose at any time by contacting us at info@thedancestudio.co.uk

Which third parties do we share this information with?

- If your child is participating in a Dance Studio performance or Festival, the above information will be sent to the relevant Local Authorities/Festival Organisers. This is a requirement of the relevant Local Authorities/Festival Organisers so that they can confirm we are following the correct procedures regarding the Children's performance activities and, where necessary, to issue the necessary licences.
- Child's name and date of birth are forwarded onto the RAD (Royal Academy of Dance) and ISTD (Imperial Society for Teachers of Dancing) when entering candidates for examinations.

Who can access this Data?

- The data we collect is stored securely at The Dance Studio offices and is accessible only by the School Principals and the Office Manager.
- Telephone numbers and email addresses of students/parents/guardians are also kept by the School Principals and Office Manager in case of emergency.

If my child leaves the school what happens to my / my child's personal data?

- When a student leaves the Dance Studio, personal data relating to that pupil will be deleted from the database.
- If you require your or your child's information to be erased from the RAD, ISTD or Council's files, please inform the Dance Studio and the Office Manager will ensure that your request is processed in line with the applicable data protection legislation.

<p><u>Images</u> From time to time we may arrange for photographs to be taken by The Dance Studio or representatives thereof to be used in publicity material for The Dance Studio. I consent to any photographs containing my child/children being used for this purpose. This includes the use of all images in both printed and electronic publications for use on our website.</p>	<p>PLEASE TICK YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p><u>Filming</u> I consent to a professional video to be taken of any Fabulous Feet Shows which may be sold to parents, family and friends of the Dance Studio.</p>	<p>PLEASE TICK YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p><u>Social Media</u> I consent to my child being included in class/achievement photos posted on Instagram, Facebook and/or Twitter</p>	<p>PLEASE TICK YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p><u>Marketing</u> YES I would like to receive information regarding Dance Studio Events, Workshops and Summer Schools YES I would like to receive information regarding third party Events, Workshops and Summer Schools</p>	<p>PLEASE TICK YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/></p>

Withdrawal from the School: I understand notice covering withdrawal of a pupil from the School must be given in writing by the last week of the preceding term, otherwise, the full term's fees are payable

I understand, agree and consent to the above -

Signature of Parent/Guardian..... Date

Name of Parent/Guardian (PLEASE PRINT)
Mr/Mrs/Miss/Ms.....