

1. Child's Name				How did you hear about SGCACC?	
Date of birth		Age		Sex	M F
2. Child's Name					
Date of birth		Age		Sex	M F
TUTORS NAME				Which school does your child attend?	
TERM	1 2 3 4 (Please circle)	DAY	Mon Tues Wed Thurs Fri (Please circle)	Pre-term registration date	
Name of parent/guardian				FOR OFFICE USE ONLY:	
Collection from art class				MEMBERSHIP PAID	
Name of person/contact phone details:				TERM FEES PAID	
Address				PAYMENT DATE	
Suburb		Postcode		PAYMENT METHOD	
Email				RECEIPT NO.	
Mobile		Phone		Comments:	
Please list an <i>alternate</i> emergency contact person & phone number					

SGCACC - Terms and Conditions (please see over)		Parent/Carer Initial
No food or drink is to be consumed by your child(s) in The Centre (tap water is available). SGCACC is a peanut/nut free zone		
It is expected that each child will conduct themselves carefully and correctly, including obedient, polite behaviour and care of The Centre's equipment and facilities.		
I agree for my child(s) to work with the art mediums.		
I give permission for my child(s) to be photographed or videoed for the purpose of promoting SGCACC.		
I agree to make full payment of term fees by the 2nd week of each term otherwise placement cannot be guaranteed.		
Please advise any special needs or medical conditions and allergies, e.g. anaphylaxis, asthma, diabetes your child may suffer from? Please list here:		
Cancellation and Refunds: SGCACC reserves the right to amend any class, tutor or schedule.		
If you choose to withdraw from a course or workshop the fee is non-refundable (unless negotiated for an extended illness). There are no transfers, credits, refunds or make up sessions if you miss a class or if your personal circumstances change. (5/6/2017)		
I give authorisation for SGCACC to administer Epipen if required I have supplied The Centre for my child's condition. Doctor's certification accompanies this medication		
In case of medical emergency or accident I give permission for an ambulance to be called for treatment as necessary for my child.		

Parent/Carer Name: _____ Signature: _____

Witness Name: _____ Signature: _____

I have read, initialed, and agree with St George Creative Art & Craft Centre "SGCACC" Terms and Conditions of Enrolment. (Please see over)
Payment is made via cash through the office or direct transfer to your child's tutor (details available on request). Please email this form to: info@sgcacc.org.au or present as a hard copy to Leonie Graves or the class tutor

Terms and Conditions of enrolment for Children's After School Art Class

Our aim with the After-School Art Class is enjoyment and understanding of art through making and appreciating. We are a low fee paying not-for-profit Community Centre. Much of the Centre's organisation is undertaken by volunteers who give their time and knowledge generously. Fees paid for classes contribute to materials, payment of tutors and the running costs of the Centre including administration.

Cancellation and Refund Policy: SGCACC reserves the right to amend any class, tutor or schedule. Fees are non-refundable, unless negotiated for an extended illness.

Cancellation of enrolment: To cover the materials and administration costs of the Centre please understand that if you choose to withdraw your child from the after school art class the fee paid will not be refunded.

If you choose to withdraw from a holiday or weekend workshop within 7 days of its commencement, you will be charged 50% of the class fee. You may transfer the remaining value (half of the value of the class fee paid) to another class or student, to be used within 12 months of the date payment was received. You will not receive a refund for the class fee paid. NO refunds transfers or credits if you withdraw or cancel on the day of the course or workshop. NO refunds transfers or credits once the class has commenced.

Refund cancellation and transfer policy for School Holiday workshops:

Cancellations or withdrawals: If you choose to cancel a holiday booking OR your child does not attend a workshop you will not receive a refund. A cancellation fee may be payable OR you may forfeit your entire fee depending on when you cancel the workshop as follows:

Cancellations advised by phone or by email by the Friday immediately BEFORE the commencement of our school holiday will not incur a cancellation fee. The workshop fee will be held in credit and this credit must be used within 6 months.

Payment of fees: Class fees are listed with the course details on our website.

Art Materials are supplied for children's art classes and holiday workshops.

Photography: From time to time we take photos during class of students and artworks. These photos are used for SGCACC After School Art School and Holiday Workshop promotional purposes such as press advertising, brochures, social media, editorials and website. These photos will never be sold and will be used exclusively by and for SGCACC. As a Condition of Enrolment your consent is implied. Should you not wish for us to take and use photos of you, your child or your artwork please notify us in writing.

Student conduct: SGCACC After School Art Class and Holiday Workshops take place in a shared space and we expect students to respect fellow artists, artwork and property. Discrimination on the grounds of a person's age, race sex, gender, sexuality, marital status, physical or intellectual disability or religion will not be tolerated. Children deemed to be exhibiting inappropriate or disruptive behaviour may be removed, suspended or expelled from the class (please refer the SGCACC Code of Conduct and Guidelines and policy for non-compliance regarding behavior). It should also be noted that cleaning of your class art space and common areas is a shared responsibility.

Punctuality: Out of respect for other students and tutors, students are requested to be punctual for class. Children should be escorted to and from the art school by a parent or guardian, signed in - on arrival and collected promptly at the end of class- signing out.

Work Place Safety: If you have an existing medical condition, allergy or disability that may affect your participation in a class, you should notify the class tutor at the time of enrolment and have the condition and action plan noted on the enrolment form. A safety induction and corresponding signing of a Class Agreement by the student will take place at the beginning of each year.

Privacy: Contact information you supply to SGCACC will not be disclosed outside the Centre without your express consent, except where required by law. SGCACC will from time-to-time send mail and email to students and past students for the purpose of marketing. Should you not wish to receive mailings from SGCACC please notify us that you wish to unsubscribe and you will be removed from our mailing list.

Payments for After School Art Class may be made via cash to the office OR direct deposit into tutor's account. Please see tutor for details.