

## Policy Statement and Enrolment Information

The aim of this studio is to enable all ages and abilities to:

- improve in vocal technique and presentation
- overcome pre-performance jitters & improve confidence
- learn in a fun environment, and
- inspire creative thinking and dramatic ability.

Speech lessons cover the important issues of:

- diction and speech improvement/correction
- Stance, Posture & Correct Breathing Vocal Control
- voice projection and articulation, and
- presentation, communication and facial expression.

### Contact us:

**Principal: Mrs Kristie Thorne**

**PO BOX 9169 Bathurst 2795**

**Phone: 0414 722 545**

**email: [kristie@encoredrama.com.au](mailto:kristie@encoredrama.com.au)**

**Website: [www.encoredrama.com.au](http://www.encoredrama.com.au)**

**ABN: 48 514 360 835**

### Terms and Conditions

#### **Term fees are payable in advance and by the term.**

**The studio operates under term allotments of average 8-9 weeks.(flat term rate each term) A child will not be able to attend lessons without full term payment. When the term is finished you are **automatically** enrolled in the same lesson time for the next term unless you tell us otherwise. **We require three weeks' notice if not continuing into the next term.****

- Term fees are payable prior to the commencement of the first lesson of each term.**
- A Signed Enrolment Form is required on or before the first lesson.
- Fees are not refundable. No makeup lessons can be arranged due to the fully booked lesson schedule.
- Fee structure set using the guide of the NSW Speech & Drama Association.
- All missed lessons are still paid for as the lesson still runs as normal.
- In the event that default of payment of an account occurs, and action is taken to recover the debt, the student shall pay all costs incurred in recovering the debt.
- Payment can be made by cash or cheque made out to "Encore Speech & Drama Studio" or by the preferred method of bank transfer (bank details on each invoice)
- \$20 enrolment/administration fee will be charged per year per student & included on each term invoice.
- \$10 admin fee is payable per term to cover administration costs
- All children enter lessons in the studio at their own risk
- In instances where accounts have not been paid by the end of term, a late payment fee of \$25.00 per student will be charged to your account.

## **TERM FEES:**

**Standard term fees for  
Group Speech & Drama  
Creative Writing/ Group Tutoring Lessons**

\$300 per term + GST  
**Small Group Lessons: up to 45 minutes**  
(Lesson length may vary based on class size)

**Standard term fees for Private Speech & Drama/Tutoring Lessons**

\$600 per term + GST – 20 min lesson/week  
\$700 per term + GST – 30 min lesson/week

***Please enquire within for longer duration private lesson availability and fees. NB: Shared private lessons with more than one child based on above rates are charged at a slightly higher fee.***

*By signing online enrolment form you agree and acknowledge Encore Speech & Drama Studio policy statement and terms and conditions.*

***You also note permission for your child to be photographed on the online enrolment form for the use of social media and advertising purposes.***