

Studio Q & Stage Door Programs 2020

Terms and Conditions

Before booking your artists into *Studio Q* and/or *Stage Door*, please read the following Terms and Conditions carefully and contact The Joan if you have any questions.

COVID-19 Safety Plan for On-Site Activity

This plan is a requirement from the NSW Government to ensure we operate safely and in accordance with health orders at all times. **This plan may need to be reviewed and updated as health orders change.** Our plan is current as at 6 July 2020.

For the purposes of *Studio Q* and *Stage Door* activities the following applies to activity that occurs on site at The Joan. This includes all *Studio Q* face-to-face workshops. This does not include *Stage Door* online activities:

- On site activity will maintain physical distancing at all times: 1.5 metres between individuals and total capacity in a room will not exceed the 4 metres squared rule per space. Students are to take direction from the Teaching Artists and staff during all activities.
- All students are required to complete the following Risk Assessment as part of Enrolment and before commencing activities.
 - In enrolling your artist, you confirm that you are able to answer NO to the following four questions:
 1. Have you, or any other member of your household, travelled overseas in the last 14 days?
 2. Have you, or any other member of your household, been tested for or tested positive for the COVID-19 virus?
 3. Are you, or any other member of your household, currently self-isolating/ in quarantine at home in the past 14 days?
 4. Do you, or any other member of your household, currently feel unwell, or have any of the following symptoms: fever, cough, runny nose, shortness of breath
 - You agree to advise The Joan immediately should any of your answers change to YES during the course.
- To minimise numbers on site we ask that only 1 parent/carer per student accesses the site's ground floor Atrium Foyer to drop off and pick up students before and after courses, except as required for medical reasons. Parents/carers and students are to follow staff and signage directions at all times. Ground floor Atrium Foyer seating will be set out to maintain physical distancing requirements.
- All entering the site will be required to clean hands using hand sanitiser provided by the venue upon entry. Students must also clean hands with hand sanitiser at the end of each class
- Staff and Teaching Artists will exclude participants who show symptoms of being unwell and will contact parents/carers for student pick-up. Parents/carers should remain available during the session time in case of emergency.

- In enrolling your artist, you confirm that you can answer no to the following questions: any props used will not be shared among participants and will be cleaned and sanitised between classes.

Commitment & Discontinuing

Studio Q and *Stage Door* requires a commitment from all participants to participate for the full 8 weeks in a term.

New participants to *Studio Q* and *Stage Door* are required to commit for a minimum of two weeks. If after their second week a new participant wishes to discontinue, then a refund will be given equal to the value of remaining sessions in the term. New participants who discontinue after their third week may not be eligible for a refund.

Returning participants to *Studio Q* and *Stage Door*, once enrolled, are committed to attend to the course for the period of enrolment: returning participants who choose to discontinue are not entitled to refunds of payments.

Payment & Enrolment

Payment of fees must be made and a completed Enrolment Form for the year must be received before participants can attend course sessions.

Missed/Cancelled Sessions

Refunds for sessions missed by participants are not available.

Trial Lessons

Studio Q and *Stage Door* does not offer trial or casual lessons as our course structure does not suit a casual or drop-in style of attendance.

Agreement

By enrolling in a *Studio Q* and/or *Stage Door* course you:

- Authorize staff of Penrith Performing and Visual Arts Ltd. (PP&VA) to seek out emergency medical attention for your participant in the event of an emergency;
- Understand that Studio Q and Stage Door staff and tutors accept no responsibility for the supervision of participants outside official session times;
- Agree to indemnify PP&VA and its staff against any personal loss, injury or damage to property that may result from participating in the course or sessions;
- Consent to the photographing and/or recording of your participant during Studio Q and Stage Door sessions and related activities for the purposes of marketing Studio Q and Stage Door now and in the future.

Contact

Contact the Theatre Programs Coordinator with your questions about *Studio Q* and *Stage Door* theatre training, 9am - 4.30pm Tuesdays-Saturdays Term time (or Monday - Friday outside Term time).

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