

Studio Q and Stage Door Programs **Terms and Conditions 2021**

Terms and Conditions

Please read the following information carefully prior to enrolling in your preferred *Studio Q* or *Stage Door* course/s, Do not hesitate to contact the Q Theatre team if you have any queries about anything outlined below.

Payment and Enrolment

Payment of fees for the terms and an enrolment form must be received by Box Office before participants can attend course sessions.

COVID-19 Safety Plan for Onsite Activity

This plan is a requirement from the NSW Government to ensure we operate safely and in accordance with health orders at all times. **Please be aware that this plan is current as of 1 January 2021 and may be reviewed and updated as health orders change.**

The following applies to face-to-face *Studio Q* workshops at The Joan. It does not apply to online *Stage Door* programs.

- Onsite activity will maintain physical distancing at all times: 1.5 metres between individuals. Total capacity in the room will not exceed the 4 metres squared rule per space. Students are required to take direction from the Teaching Artists and The Joan's staff during all activities.
- All students are required to complete the following Risk Assessment as part of enrolment, before commencing activities at The Joan:

Risk Assessment
By 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.

- In enrolling your artist, you confirm any props used will not be shared among participants and will be cleaned and sanitised between classes.

Q THEATRE

- **Masks are compulsory for anyone attending The Joan aged 13 and over. All students aged 13 and over will be required to wear masks for the duration of their courses.**
- To minimise numbers onsite, we ask that only 1 parent/guardian/support worker per student accesses the site's Foyer on the ground floor to drop off and pick up students before and after courses (except in the instance of medical reasons). Parents/guardians/support workers are to follow staff and signage directions at all times. Seating in the foyer 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
- All entering the site must register their attendance using the QR codes located near the entry points. Staff are available for assistance and a manual option is available for those unable to register online.
- Staff and Teaching Artists will exclude participants who show symptoms of being unwell and will contact parents/guardians/support workers for student pick-up. Parents/guardians/support workers should remain available during the session time in case of emergency.

Commitment and 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 the course for the period of enrolment: returning participants who choose to discontinue are not entitled to refunds of payments.

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.

Missed or Cancelled Sessions

Refunds for sessions missed by participants are not available.

Agreement

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

- Authorise 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;

Q THEATRE

- 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

For more information and enquiries, please contact our **Theatre Programs Coordinator, Ian Zammit.**

Phone: Tuesdays, 1pm – 8pm or Wednesdays – Saturdays, 9am – 4:30pm, on **(02) 4723 7606**

Email: creativelearning@penrith.city