

## Booking Form



- New students : please fill in all sections.
- Returning students : please fill in child's name and sections B, D and E.  
Fill in Sections A and C if any details have changed
- Please return completed booking form together with payment to : Rhythm Circle, 204 Penns Lane, Sutton Coldfield, B76 1JT

### Section A : Personal Details

Child's First Name	
Child's Surname	
Gender	
Date of Birth	
Name or Parent / Guardian	
Address	
Contact telephone number	
e.mail address	

### Section B: Please tick all the sessions which you would like to attend

Classes	Sessions	Whole Day		Half Day		Wrap-around Childcare	
Tues 29 Oct 2019 Juniors and Seniors	Morning 10.00 - 12.30p.m	£45		£25		8.30 - 10.00a.m / £7.50	
	Afternoon 1.30 - 4.00p.m					£25	
Wed 30 Oct 2019 Juniors and Seniors	Morning 10.00 - 12.30p.m	£45		£25		8.30 - 10.00a.m / £7.50	
	Afternoon 1.30 - 4.00p.m					£25	
<b>Total Session Fees</b>						<b>Total Wrap-around Care Fees</b>	
<b>Discounts and Vouchers (Only 1 applicable) – please tick</b>						<b>Total Fees Payable:</b>	
Earlybird 10%off bookings completed by Mon 14 October 2019							
Voucher Code							

### Section C: Additional information

Please list previous musical experiences (eg. music lessons as school, music club, formal instrumental lessons, exams taken):

Please list any medical conditions/ allergies which we need to be aware of:

**Section D: Terms and Conditions**

1. Fees are due in full 2 weeks before the start of the course.
2. Places on the course are given on a first-come-first-served basis and bookings will only be confirmed upon receipt of fees.
3. No attendance is allowed without receipt of completed booking form and full payment.
4. Parents/Guardians are not permitted to stay during Rhythm Circle sessions unless by special arrangement.
5. All personal property are the responsibility of the owner. Rhythm Circle cannot be held responsible for any losses or damage that may occur to personal property. Please do not bring valuable items to any classes or wrap-around sessions.
6. If your child is to be collected by someone other than the person dropping them off, you will need to advise Rhythm Circle and Wrap-around Care staff.
7. **Wrap-around Care:** Breakfast (Toast and milk/water) is included in the morning session. Late collection after 5pm will be charged at a rate of £10 per 15 mins
8. There will be 2 short breaks and 1 lunch break. Please provide suitable food/drink for your child.
9. Cancellation policy: 4 weeks before the course – full refund, 2-4 weeks before the course – 50% refund, 0-2 weeks before the course – no refund.
10. Payment method: - by cheque to **Wai Sum Chong** (please add £3.00 to total to cover administration charges)  
- by bank transfer to Sort Code: 401107 Account No: 11601954
11. No photos/videos may be taken during Rhythm Circle sessions unless by an authorised member of Rhythm Circle staff. Photos/videos of participants and classes are routinely taken for publicity purposes and for inclusion in social media. Please tick here if you do not wish for any photographs of your child to be used in our publicity material/social media

**Section E: Privacy Policy**

Rhythm Circle’s Privacy Policy is available to view on our website [www.rhythmcircle.co.uk](http://www.rhythmcircle.co.uk).

Rhythm Circle would like to send you information about classes/services which might be of interest to you. This will be done by text message, email or social media. If you agree to being contacted in this way, please tick the relevant boxes:  Text message  Social media /eg. Facebook  Email

If you have consented to receive promotional material, you may opt out at a later date. You have a right at any time to stop receiving promotional material from Rhythm Circle . If you **do not** wish to be contacted for promotional purposes, please tick this box

I give consent for Rhythm Circle to collect, hold and use personal information to administer the provision of music services for my child.

Signature of Parent / Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

