



## More about Kiddie Create

Kiddie Create is an extra mural art program that focuses on fine art instruction for children from Gr R to Gr 12. Chantel Hill, founder and principal of Kiddie Create started the school in 2012, and over the years worked out an age and skill appropriate curriculum that teaches all the basic and more advanced art techniques and different art mediums. We encourage students to explore their own creativity but keeping to the rules of fine art. Our classes are small and focus on each child's own progress as we believe that every human grows and learns on their own pace. Art should be fun and stress-free and we strongly believe in the benefits of art being therapeutic.

We also offer pottery classes weekly as well as more advanced fine art classes. Short courses and workshops are also held at our art centre in Oostersee.

### **Class options:**

1: Fine Art Gr R- 6 (beginner and intermediate) 1 hour per week

2: Fine Art Gr 6-12 (beginners and intermediate) 1 hour per week

3: Fine Art and Design Grade 6-12 (intermediate and advanced) 2 hours per week

4: Pottery Gr RR- 6 (beginner and intermediate) 1 hour per week

Short courses and workshops are also available. Please keep an eye on our social media and website (adult workshops included).

We also arrange a free trial session for all interested students that can be arranged with the art teacher. Feel free to follow us on social media to see what we are up to.

Facebook: Kiddie Create Art School Official

Instagram: Kiddiecreate\_artschool

# Kiddie Create Terms and Conditions

As with all programs, there are some rules and terms that should be adhered to, to ensure a mutually beneficial environment for all involved.

Kiddie Create hereby commits itself to provide the most conducive environment for the learners to reach their potential possible.

From you as parent/custodian or student if older than 18 the following

I, .....(name and surname) hereby agree

to enrol .....(name and surname) at Kiddie Create Art School, 69 Friesland Street Oostersee. Being the responsible person, I must read the entire contract before signing in agreement to the terms and conditions set out in this document. Waiver and Release guidelines

I hereby waive any claiming rights and release Kiddie Create Art School from and against any and all claims, actions, causes of action, damages, costs, liabilities, expense of judgments, including attorney's fees and court costs that may arise directly or indirectly from my own or my child or person in my custody's participation in this program. I hereby execute this Waiver and Release form permitting the Student and/or myself to participate in Kiddie Create Art School's art program.

## 1. General terms and conditions

### **.1 Missed lessons and catch up classes**

I understand that students may not switch classes, or catch-up classes without prior approval and scheduling with the Art teacher. **All catch-up classes must be booked in the same term otherwise it will be forfeited and students are only allowed 1 catch up lesson per term.** If a student needs to change their class time due to other obligations, scheduling must be approved and confirmed by the Art Teacher at least 1 day in advance. A no show without any prior cancellation won't be allowed a catch up, as we book other students in cancelled classes.

No refunds for missed lessons. If the art teacher or school cancel a lesson from our side, we will add an extra catch up class for that missed lesson.

### **.2 Extra costs**

Art Supplies, Equipment costs, Entry fees, Private lessons, etc. are all additional costs and are not included in with tuition or registration. If a student fails to bring their own art supplies, they will be charged per lesson for the use of the class supplies( see fee structure for breakdown)

### **.3 Pick up and drop off**

I understand that it is the Parent and / or Guardians responsibility to bring the student into the studio grounds and to collect them afterwards again, if someone else not know to the art teacher are arranged to pick up, please inform the art teacher in advance.

**The Art Teacher cannot look after students after class hours, as we also have family responsibilities to attend to. If the student stays longer than 15min over their scheduled lesson they will be charged per hour extra.**

**No friends or siblings are allowed to accompany students to class.**

Siblings must be monitored and kept quiet at all times when they accompany parents during pick-ups or drop offs or they will be asked to leave. Parents and family members are welcome to wait outside in the waiting area, for their presence in class may cause disruption to the students, and class times are there to focus on the creating process without disturbances. It is also not fair if a student's concentration is disrupted, as each want to gain as much as possible for their money and time's worth.

Students that arrives early must also please wait quietly outside in the waiting area until it's their time, please be considerate of other students. **Studio doors only open 5 min BEFORE class start.**

### **.4 Disruptive behaviour**

Kiddie Create is a extra mural activity, but still need some basic rules to ensure all parties involved are happy. Therefore, if a student keeps on disrupting classes, are rude or show bad behaviour, the art teacher will send a letter home, after 3 warnings in class. Parents must sign this letter and please address the situation with the student at home, if this behaviour continues parents will be contacted to come and see the principle.

Kiddie Create have the right of terminate the classes if a solution cant be reached.

### **.5 Correspondence**

Kiddie Create will mostly send important correspondence to parents via email or on our whatsapp group, please let us know if your details have changed. The whatsapp group is set that only admins( principal and art teachers can post) Please note that replying to you messages can take some time and will only be replied to with in office hours, we as art teachers also have our own family responsibilities and will be unreachable after hours, but will respond as soon as possible.

## **6. Cancellation of membership**

I understand that if I wish to terminate membership, **I must give Kiddie Create 30 calendar days' notice in writing on or before the last day of the month preceding the notice period and I am still liable for that term's fees or instalments.**

The notice must be handed or e-mailed to the art teacher or principle of Kiddie Create. Kiddie Create will acknowledge such notice once received. If no acknowledgement has been received, please follow up to avoid being charged for the balance.

## .7 Fee Structure

### .1 General

All fees are subject to change due to factors outside our control. Kiddie Create will endeavour to keep the increases to the minimum and where possible, on an annual basis, from 1 January to 1 January. Kiddie Create will communicate any fee structure change at their earliest opportunity.

I understand that Registration fees, Monthly payments, Equipment costs, Entry fees and Private lesson fees are not refundable.

### .2 Registration fee

I understand that all new students will be liable to pay a Registration fee on or before the 1<sup>st</sup> of January each year. I understand that renewing students will pay their annual Registration fee on or before the 1<sup>st</sup> of January each year.

### .3 Fees

**I understand that the classes are based per term and therefore need to commit to the whole term even if I opt for the 3 x monthly instalment payment option.**

**See fee structure for 2020**

Monthly instalments and Entry fees for competitions (if eligible) are due and must be paid on or before the last of each month, regardless of Student's absence, major holidays, and / or school holidays.

I understand that I will receive only one (1) courtesy payment reminder and that if tuition not received by the first of each month will terminate all participation. The student will not be allowed in class until full payment on outstanding balances is made and art works completed wont be send home till payment is received. EFT payments must first reflect in Kiddie Create bank account to be accepted as being paid.

Kiddie Create will issue an invoice for all Fees, Costs, Entries or expenses (if applicable). Be advised that it is the Student if older than 18 and/or Guardian's responsibility to make sure payment is received on time. Payment via EFT is the preferred method of receiving payment, but Cash payment will also be accepted.

### .4 Art supplies

Each student are responsible for their own supplies, that can either be purchased at Kiddie Create or any art store. If the student comes to art class without his or her art supplies Kiddie Create will invoice them for the use of the class supplies for that lesson at a fee of R50 per lesson, please make sure your child have the necessary supplies needed and their kit is fully stocked at all times.

### .5 Damage to Kiddie Create Property

Please note that any damage or loss responsible by a student will be billed, deliberately painting on walls or furniture, damaging and breaking art supplies and easels are unacceptable, and parent or guardian will be held liable.

By signing below indicates that you have read the Waiver and Release guidelines, terms and conditions, and regulations on this contract and fully understand the contents. This contract will remain on file at Kiddie Create unless the terms and conditions change. At that time a new contract will be executed

I have executed this Waiver and Release and comply to all Terms and Conditions as stated

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Name and Signature of Student or Parent / Guardian of minor

\_\_\_\_\_  
Signature of Art Teacher

# Class Options and Fee Structures 2020

## **.1 New Registration fee(new students) R200**

## **.2 Renewal of registration fee ( current students): R150**

The Registration fee will cover the year's paper supply (A2 size paper), the use of a hardboard and easel and the fixative spray that is sprayed over the art to protect it from smudging. This fee must be paid with the first instalment before 1 Jan 2020, or in the month a new student enrolls, if not at the beginning of the year.

## **Class option fees**

### **.1 Fine Art Gr R- 12 ( Beginner & intermediate) 1 hour per week class**

**Full fee of R1140** before term starts

**OR**

**3 instalments (R380 x 3 )** payable before the last day of the preceding month.

Please note that the whole term must be paid regardless of Students absence, major public holidays, and school holidays. **There is no Per Lesson class fee.**

Additional Extra lessons are R130 per hour lesson.

### **.2 Fine Art & Design Gr 6- 12 (intermediate & Advanced) 2 hour per week class**

**Full fee of R1560** before term starts

**OR**

**3 instalments (R520 x 3 )** payable before the last day of the preceding month.

Please note that the whole term must be paid regardless of Students absence, major public holidays, and school holidays. **There is no Per Lesson class fee.**

### **.3 Pottery classes Gr RR-6 (beginner & intermediate) 1 hour per week class**

**Full fee of R 1440** before term starts ( includes all materials and firing cost)

**OR**

**3 instalments ( R480 x 3)** payable before the last day of the preceding month.

Please note that the whole term must be paid regardless of Students absence, major public holidays, and school holidays. **There is no Per Lesson class fee.**

**See pottery pdf for more details**

The Kiddie Create Art School terms runs in conjunction with the Western Province School Terms.  
**Kiddie Create will reopen on 15 January 2020**

Term 1: 15 January-20 March

Term 2: 31 March – 12 June

Term 3: 7 July – 18 September

Term 4: 29 September – 2 December

I, \_\_\_\_\_(name and surname)  
understand and agree with the terms and conditions and payment structures for 2020.

\_\_\_\_\_  
Signature of Student if older than 18 or Parent/Guardian of minor Date Signed

## **Banking Details: Kiddie Create Art School**

**FNB BANK**

**Account number: 62812199819**

**Branch Code: 220323**

USE CHILDS NAME AND SURNAME AS REF (e.g.- JOHN JONES) WE SOMETIMES HAVE TWO KIDS WITH SAME NAME, AND NOT JUST KIDDIE CREATE AS I WONT KNOW WHO THE PAYMENT IS FROM.