**Cancellation and Refund Policy**

Full time student courses

One full term’s notice in writing must be given by a parent wishing to withdraw a pupil from the School. The parental contribution for the notice period is payable regardless of whether the student is attending the school.

Associate courses

One term’s notice in writing must be given by a parent wishing to withdraw a pupil from the Associates Programme. The fee for the notice period is payable regardless of whether the student is attending the classes.

International summer school courses

Withdrawals from the programme can be accepted up to four weeks prior to the start of the course and fees paid will be refunded. Late withdrawals will be chargeable in full unless the School is able to offer the place to an alternative student.

Teachers’ courses

Withdrawals from a course module can made any time up to two weeks prior to the start of teaching and will be offered a full refund. Withdrawals between two weeks and the start of the course module will be offered a 75% refund for the cost of that module. Withdrawals part way through a module will unfortunately not be refunded.

Audition applications

Once an audition application has been submitted, we are unfortunately unable to refund any audition fees.

Performances and competitions

We are unfortunately unable to offer any refunds on tickets purchased for performances or competitions.

All other events

The School is able to offer a full refund up to two weeks prior to the date of an event. Late withdrawals will be chargeable in full unless the School is able to offer the place to an alternative participant.

Venue hire

Refunds will depend on the type and size of event that is being held on the School premises and will be clearly stated in your contract.

All refunds will be processed within 10 working days.

***We do not store credit card details nor do we share customer details with any 3rd parties***