**Terms and Conditions**

Please read carefully before completing your enrolment and payment. ‘Class’ in the Conditions of Enrolment outlined here refers to any term course, weekend class or school holiday program.

**Cancellation and Refund Policy**

Paper Rock Scissors Art Studios reserves the right to amend any class, tutor or schedule. If a class is cancelled due to insufficient enrolments, any student enrolled in that class will be offered an alternative class, credit or refund.

**Refund, cancellation and transfer policy**

The following policy relates to term courses, weekend classes and school holiday programs.

**No Refunds**

Fees are non-refundable, unless negotiated for an extended illness.

**Missed classes**

There are no transfers, credit, refunds or make up sessions if you miss a class or if your personal circumstances change.

**Cancellation of enrolment**

If you choose to withdraw from a course or class before its commencement, you may transfer to another course or class, to be used within 6 months of the date payment was received. You will not receive a refund for the course or class fee paid.

There are no transfers or credits if you withdraw or cancel on the day of the course or class or once the course or class has commenced.

**Payment of fees**

Fees are listed with the course details on our website. All fees include GST. Payment of all fees via online credit card payment is required at the time of enrolment to secure your place. We accept Visa and Mastercard.

You can enrol in person at our studio. We accept Visa or Mastercard card, EFTPOS, and online direct deposits into our bank account. Tax receipts will be provided on receipt of payment.

**Photography**

From time to time we take photos during class of students and artworks. These photos are used for Paper Rock Scissors Art Studios promotional purposes only. These photos will be used exclusively by and for Paper Rock Scissors Art Studios. As a Condition of Enrolment your consent is implied. Please notify us in writing if you do not want your child’s photo or artwork used in our promotional material.

**Punctuality**

Students are requested to be punctual for class. Children should be escorted to and from the art school by a parent or guardian, signed in on arrival and collected promptly at the end of class.

**Occupational Health & Safety**

If you have an existing medical condition, allergy or disability that may affect your participation in a class, you should notify us at the time of enrolment.

**Privacy**

Contact information you supply to Paper Rock Scissors Art Studios will not be disclosed outside the studio without your express consent, except where required by law. We do not retain any credit card information.

Paper Rock Scissors Art Studios will from time-to-time send mail and email to students and past students for the purposes of marketing. Should you not wish to receive mailings from Paper Rock Scissors Art Studios please notify us that you wish to unsubscribe and you will be removed from our mailing list.