

Terms and Conditions for the Summer 2021 Theatre Classes:

- OST reserves the right to make changes to the class schedule following registration.
- Insufficient registration in any class may result in its cancellation.
- While we will do our utmost to avoid changes, OST does not guarantee the teacher for any particular class. We encourage OST teachers to Team teach so that the students experience different teaching styles and theatre techniques registration in any class may result in its cancellation.
- Class size is limited. All classes will be filled on a first-come, first-served basis.
- A transfer between classes will be allowed, subject to availability.
- OST is committed to providing the best possible learning environment for all its students. The success of the program lies in the enthusiasm and co-operation of each student. We will do our best to resolve any behavioral difficulties that may arise, and we count on your support as parent/guardian. However, if we are unable to resolve a disruptive situation, we will require that the disruptive student be withdrawn from the class without refund.
- Ottawa School of Theatre may occasionally videotape or photograph students during performances or classes. These images may be used by OST for promotional purposes, including media distribution and on the OST website and social media platforms, without prior notice. (Names will only be used for internal or Front of House purposes).
- For the Summer 2021 classes OST provides an on-line virtual stage experience for all students during the last class.

Payment Policy

Purpose

OST is a not-for-profit, registered charity with a goal to operate efficiently within a balanced budget with tuitions as our main source of income. This policy outlines payment requirements and refund circumstances.

Tuition Fees

1. Payment of tuition for all classes is due at time of registration.
2. Placement in class is not confirmed until payment is received.
3. We encourage contactless payment wherever possible, preferably online, by either credit card (Visa or Mastercard) or e-transfer. E-transfers should be sent to office@ost-eto.ca, entering the student's initials and the class number in the message field.

Refunds

1. No refunds will be issued after the second class in any program or workshop except for medical reasons.
2. All refunds will be subject to a \$25 administrative fee.
3. No refunds will be made if a participant fails to attend a program, class or workshop.
4. Full refunds will be given in the case of program or workshop cancellation by OST-ETO.

CONSENT, RELEASE OF LIABILITY, WAIVER OF CLAIMS, ASSUMPTIONS OF RISKS AND IMDEMNITY AGREEMENT

Please Read Carefully

I agree and understand that my child, named on this form, is a minor pursuant to the Age of Majority and Accountability Act, has my permission to participate in the activity indicated on this form. As the Parent or Legal Guardian of the registered participant, I and my child agree to indemnify and hold harmless the Ottawa School of Theatre from all claims, demands, actions and causes of action, loss, costs or damages that Ottawa School of Theatre may suffer, incur or be liable for in relation to any injury my child may suffer or cause to others in connection with my child's negligence or actions while my child is participating in this activity. Furthermore, I and my child hereby release, waive and discharge Ottawa School of Theatre from all liability to our heirs, executors, administrators for all loss of damage and any claim or demands for such loss or damage due to injury to person or property.

By signing this agreement, I and my child understand that my child will be assuming injury and certain legal risks. I, as the Parent or Legal Guardian of the child, confirm that I understand and agree to the conditions contained in the Agreement prior to signing it.

I and my child understand the following are CONDITIONS OF PARTICIPATION in the program:

Parents are to accompany their child to the studio to make sure that s/he has arrived to class, and to pick him/her up there after class. Instructors are not responsible for monitoring the entrance area to the building or the parking lot before, during, or after classes.

Ottawa School of Theatre attempts to offer an allergen-safe environment and no nuts or nut-containing products are permitted in the building or any program areas. I agree not to send lunches or snacks that may contain nuts, traces of nuts or nut byproducts. A life-threatening allergy to any other food product by a participant may require additional restrictions.

Participants are expected to demonstrate basic respect for the dignity and rights of other participants and staff. OST reserves the right to immediately suspend or terminate the enrolment of any child who displays any behaviour that violates the guideline of zero tolerance of physical and verbal assault, harassment, discrimination and psychological abuse, or demonstrates lack of respect for OST property and the property of others. Parents/guardians agree to pay for any and all damages intentionally caused by the child to facility property and/or the property of others. Illegal drugs, alcohol or weapons are forbidden.