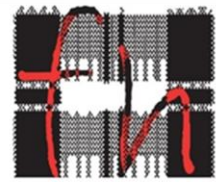




## Studio Dance Parties

Fiona Henderson



school of dance

### Availability and Booking

Please contact us to enquire about our availability. At this stage we just need to know:

- Date and time of the Party
- Approximate number of children and their age ranges
- Ideas for the Dance tuition music and costumes e.g. fairies, princesses, unicorns, ballerinas, pirates, etc.
- Whether you will be providing food or not
- Your contact details including email and phone number

Once we've received your enquiry you should hear back from us within 72 hours to confirm the date and we'll send you a booking form and details of the deposit which is required to secure the booking. Once the completed booking form and deposit is received then the booking is confirmed.

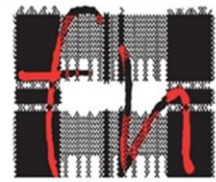
### What's included

- Exclusive use of one of our Dance Studios
- Exclusive use of a separate room for the party food preparation and eating. Capacity for 25 children.
- Use of our range of Costumes
- Provision of an experienced teacher (Dance / Musical Theatre)
- Disclosure Scotland PVG certificated
- Use of our professional sound systems which are installed in each of our Studios
- We allow parents to bring in their own catering which should work more cost effective for you than venues who insist they provide their own catering
- Location map for children attending
- A Studio Dance Party Photo / Selfie station for photographs to be taken



## Studio Dance Parties

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### Event Timings

Each Studio Dance Party is two and a half hours. One hour for the guests with Dance Tuition, Performance and Party Food and the remaining time for setting up and clearing away afterwards.

### Guideline Timings

- 40 mins set-up time for you to bring in their food/drinks/presents/party bags etc
- Guests arrive
- 40 mins Dance activity class and mini performance and photos
- 30 mins Food (approx.)
- Party finishes, and guests leave
- 20 mins clear-up

### Prices

Option 1	£80	up to 10 children (up to 12 years old)
Option 2	£100	up to 15 children
Option 3	£115	up to 20 children
Option 4	£135	up to 25 children

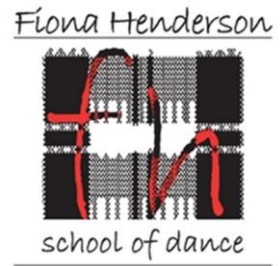
### What you need to do

- Make all the arrangements with the attending children and their parents
- Let us know any messages or children's name you want us to put in our Studio light boxes
- Let us know in advance the specific music that you'd like to be used for the Studio Dance Party event and performance. If you're not sure then we're happy to suggest some options in advance
- Confirm in advance what costumes you would like for your Studio Dance Party. If you're not sure, then we're happy to suggest some options in advance.
- Bring any party / goody bags (we can keep them out of sight until you want to distribute them)
- Bring any food and drink you want for the party and set it up



## Studio Dance Parties

### Terms and Conditions



A £50 deposit is required at the point of booking. By paying this you are accepting the FHSD Dance Party Terms and Conditions. The remaining balance is payable 7 days before the Party date.

Please note that party bookings are non-refundable but are transferable to another date by agreement.

It is the responsibility of the party organiser to provide all food and drinks, cake, presents and party bags etc.

Please note that the staff at FHSD Studios will provide party entertainment, however the children remain the responsibility of the adults in the party. Parents/Guardians as party hosts are responsible for the behaviour and well-being of the attending children in their care and must maintain supervision at all times.

The maximum numbers of guests is 25.

Please remove outdoor shoes before entering the Studio.

No sharp objects, food, drink or chewing gum may be taken into the Studio

It is forbidden to smoke or play with fire within the Studio building.

Children who are unwell should not enter the Studio.

In the interest of Health and Safety, please ensure that any food debris which falls on the floor is picked/wiped up as soon as possible. Report any spillages to a member of staff.

Report all accidents to a member of staff, to ensure that we can provide any necessary assistance. These will be logged as part of our Studio Health and Safety procedures.

All damages to Studio property either accidental or deliberate must be reported to a member of staff. We reserve the right to invoice to recover the costs associated with the damage where appropriate.

Under no circumstances will the Studios accept any responsibility for loss of, or damage to, any car or other vehicle which in connection with the Party is brought into or left within the communal car park.

We are offering our Studios for Children's Parties and we do not expect our staff to be subject to any aggressive or intimidating behaviour or use of inappropriate language. In the event this situation occurs we reserve the right to ask the individual to leave and/or to finish the Party and ask all guests to leave with no refund.

The Studios occasionally uses photographs and film footage of our Dance Parties for marketing purposes. In taking part, participants agree to grant us the unrestricted rights to use this material.

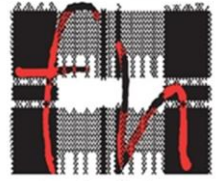
**We hope everyone attending our Studio Dance Parties has a wonderful time. We encourage children to fully participate and enjoy themselves in a safe and stimulating environment. As such, there are inherent risks that are always associated with children playing and having fun together. These include children being exposed to moderate physical activity, tripping, falling and bumping into objects and other children. We have taken every reasonable step to control these risks through the design, maintenance and operation of our facility. However, it is impossible to eliminate such risks completely whilst providing a stimulating environment and parents / guardians must recognise and accept these risks.**



## Studio Dance Parties

### Booking Form

Fiona Henderson



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Organiser name	
Organiser email	
Organiser phone number(s)	
Name of Party Child	
Age of Party Child	
Estimate number of party guests attending	
Age ranges (from and to)	
Date of Party	
Time of Party	
Time of access for setting up (40 mins beforehand)	
Time that Party guests arrive	
Time Party begins	
Time Party ends	
Time Party guests leave	
Time clearing up to be completed by (20 mins after party)	
Organiser providing Food?	
Organiser proving goody bags?	
Initial £50 deposit paid to secure booking	
Party theme / Costumes requested	
<b>Final confirmation and remaining balance paid</b>	<b>7 Days before Party Date</b>
Confirmed guest numbers *	
Confirmed ages and gender of guests	
Names of any adults attending	
Total Cost	
Less £50 deposit paid	
Remaining £ due (must be paid 7 days before Party date)	
Any addition / special requests	

\* No refunds are given if actual numbers on the day are less than in the confirmation. If additional guests turn up on the day than on the confirmation form, then they will need to be paid in cash before the Party starts at a rate of £10 per guest.

FHSD Studios, Old Church Road, Peebles, EH45 8LH

Tel 07894 881747