



ICAN Academy Registration Form

At ICAN Academy we aim to provide the safest possible learning environment for EVERYONE! To help us with this, it is important that you complete this registration form as accurately and as detailed as possible. This is the information we will make direct reference to in an emergency situation.

Person Submitting form	Name: Relationship to student:
	CLASS OPTION (you can enrol in more than one class) <input type="checkbox"/> ICAN Dance (Monday 1.30-2.30pm , St John Hall, Exe Street) <input type="checkbox"/> ICAN Act (Wednesday 1.30-2.30pm , WBHS Auditorium) <input type="checkbox"/> ICAN Sing – Singing + Music (Friday 1.30-2.30pm , St John Longue, Exe Street)
Students Details:	Name: DOB: _____ Age: _____ Sex: male <input type="checkbox"/> female <input type="checkbox"/> Phone: (if applicable); Email: (if applicable):
Primary Caregiver Details	Name: Address: Phone: Email:
School / Organisation Details	Name: Primary Teacher / SENCO / Caregiver Email: Contact Phone: Note: It is the joint responsibility of the caregivers / school / organisation to determine <u>AND PROVIDE</u> the level of support required by the student to participate safely and fully during class time. <input type="checkbox"/> Independent Student <input type="checkbox"/> Supported Student If supported, please provide details of the level of support the student will come to class with:

Medical Information	Please provide detailed information of student disabilities and medical conditions we need to be aware of)
Billing Information:	(please tick who is to receive the billing information) <input type="checkbox"/> Student <input type="checkbox"/> Primary Caregiver <input type="checkbox"/> School / organisation
Class Subsidy:	Student has a physical / intellectual disability and would like a 50% class subsidy generously provided by Idea Services Waitaki <input type="checkbox"/> YES <input type="checkbox"/> NO

Term and Conditions:

By submitting this registration form you are agreeing to the terms and conditions outlined. PLEASE READ CAREFULLY

1. Student Support: It is the joint responsibility of the caregivers, school and organisation involved with the student to ensure that they come to the class with the level of support they require to participate fully and safely. If the student is not supported as detailed in the registration form, the teacher has the right to immediately exclude them from the class in action. At any time if the teacher feels that enrolled student becomes a risk to the safety of other staff member or participating students, they have to right to exclude the enrolled student from the class immediately.

2. Fees: A FIXED class fee is charged for all mixed ability classes. If a student is unable to attend a lesson due to illness or another commitment the Class Teacher must be notified *before* the lesson. Non-notified unattended lessons will not be charge.

ICAN Act - \$8.00 or \$4.00 (with disability subsidy)

ICAN Dance - \$8.00 or \$4.00 (with disability subsidy)

ICAN Sing - \$8.00 or \$4.00 (with disability subsidy)

3. Billing / Invoicing: An account for classes attended will be sent to the billing address identified in the registration form at the end of each month. The Account is payable by the 20th of the following month. Fees are paid directly to *Giant Leaps Speech Company*.

4. Complaints / Concerns: By registering in ICAN Academy you are entering into an agreement with the Giant Leaps Speech Company. Concerns about any aspect of our mixed ability programme should initially directed to the teacher in charge. If your concerns are not resolved in the first instance with your child's teacher, you are advised to contact management at the Giant Leaps Speech Company.

5. Public Holidays: There are no classes held on Public Holidays

6. Additional lessons: If additional lessons are required to bring students up to performance standard, these will be invoiced for.

7. Discontinuing Classes: if a student wished to discontinue with classes, 2 WEEKS WRITTEN NOTICE is required from the caregiver / school / organisation. The student will continue to be charged until the notice is received.