Abbey Gate Musical Theatre Club - Terms & Conditions

Booking, payment, attendance and operational arrangements

Applies to	OTMYT Musical Theatre Club at Abbey Gate College Infant & Junior School
Version	October 2026 | Review by October 2027

These terms apply to places booked with OTMYT for the Abbey Gate Musical Theatre Club. They should be read alongside the current activity information published by OTMYT and any relevant arrangements communicated by Abbey Gate College.

The club

- The club is open to children across the Infant and Junior School, subject to available places and any eligibility arrangements published by Abbey Gate College or OTMYT.
- Sessions take place on Tuesdays during term time, normally from 3:30pm to 4:30pm. Current term dates will be confirmed before or at the point of booking.
- The content of sessions may vary and may include acting, singing, movement, dance and other musical theatre activities appropriate to the group.

Fees and payment

- The fee is £10 per scheduled session unless OTMYT publishes a different fee for a future term.
- Places are booked for the whole term. OTMYT will issue an invoice in advance for the scheduled sessions in that term, and payment is due in accordance with the invoice.
- Paying by invoice for the term reserves the member's place for that term. The fee is not calculated on an attendance-by-attendance basis.

Absence and missed sessions

- If a member is absent from a scheduled session for any reason, the session fee remains payable and no refund or credit is normally given.
- Parents/carers should notify the school or OTMYT of known absences in accordance with the contact arrangements communicated for the club.

Withdrawal by a parent/carer

- A place is accepted for the term. If a parent/carer withdraws a member after accepting a place, fees already paid or becoming due may be retained or charged only to the extent reasonably required to cover OTMYT's genuine loss arising from the withdrawal, including teaching capacity reserved for the member and costs already committed.
- OTMYT will take account of costs saved and whether the place can reasonably be filled by another child. Exceptional circumstances may also be considered.

School closure or school-led cancellation

- If Abbey Gate College is unable to make the club available on a scheduled date, OTMYT will seek to rearrange the session where reasonably practicable.
- If a cancelled paid session cannot reasonably be rearranged or replaced, OTMYT will provide an appropriate credit or refund for that session. This applies even where the reason for cancellation is outside OTMYT's control, although OTMYT will not be responsible for consequential costs.

Attendance, behaviour and safety

- Members are expected to follow reasonable instructions and behave in a way that supports the safety, wellbeing and participation of the whole group.
- OTMYT may pause or end a member's participation where serious or persistent behaviour creates a safeguarding, safety or significant operational concern. Any financial position will be considered separately and fairly in the circumstances.

Staffing arrangements

- OTMYT does not guarantee that any particular member of staff, worker, freelancer, tutor, director, practitioner or other individual will deliver any particular session, lesson or activity, unless OTMYT has expressly confirmed in writing that a named individual is a material part of the booking.
- Staffing may be changed at any time, including at short notice and, where necessary, without prior notice, because of illness, availability, safeguarding, operational requirements or other reasonable circumstances.
- OTMYT will take reasonable steps to maintain appropriate staffing and supervision. A change of staffing alone will not normally create a right to cancel or receive a refund.

Cancellation or changes by OTMYT

- If OTMYT cancels a paid activity, OTMYT will normally seek to rearrange it or provide a reasonable alternative where this is practicable.
- If OTMYT does not provide a reasonable replacement for paid activity that has been cancelled, OTMYT will provide an appropriate refund or credit for the part of the service that has not been provided.
- Where disruption is caused by circumstances beyond OTMYT's reasonable control, OTMYT will not be responsible for indirect or consequential costs such as travel, accommodation or other personal expenses.
- Nothing in these terms affects any statutory rights.

Acceptance of these terms

Parent/carer acknowledgement

By accepting a place, paying an invoice or allowing a child to attend the club, the parent/carer confirms that they have read and accepted these terms and will ensure that relevant contact, medical and safeguarding information is kept up to date.