



## **Adelaide Robotics Academy Terms and Conditions**

Adelaide Robotics Academy was created to provide a safe, enjoyable, educational and entertaining place for children to learn, play and interact with others. Parents or guardians must carefully review Adelaide Robotics Academy Terms and Conditions and will be held liable to abide by them.

### **I. GENERAL**

- A. Please be thoughtful for the rest of your group and ensure you arrive on time for each activity session. If you are more than 15 minutes late, you will not be accepted to attend the class, and the fee will be forfeited.
- B. Parents and guardians will be charged for damage to or loss of property and equipment. The parents/guardians must pay the costs if a child damages equipment.
- C. Robotics Academy will not accept liability for any personal injury, personal loss or damage to the venue, however caused.
- D. Robotics Academy may suspend or terminate memberships of any member who:
  - 1. Fails to pay fees on time;
  - 2. Breaches any provision of the Robotics Academy Terms and Conditions;
  - 3. Harasses or disrupts normal club activities of any student or teacher. Such judgment is at the teacher's sole discretion and shall be reasonably applied.
- E. Payment must be made in full in advance. No payment, no classes.
- F. Parents/guardians will be informed in advance if a class is cancelled. The money for that specific course will be refunded, or credit will be offered for a catch-up session.
- G. If a child cannot attend a class, the parents/guardian must inform the teacher 24 hours in advance. A catch-up class will be offered in lieu.
- H. Be sure all personal items are labelled clearly with your full or child's name.

### **II. BEHAVIOUR**

Adelaide Robotics Academy strives to provide a caring, safe environment for children. These rules have been established to protect children from injury. Parents may be asked to remove their child if the behaviour interferes with the well-being of other children.

- A. The following behaviour is considered inappropriate:
  - 1. Causing physical or emotional harm to another child or adult by hitting, biting, kicking, throwing or any other physical activity.
  - 2. Use of inappropriate language, spitting, or other forms of verbal abuse or degradation directed at other children or adults.
  - 3. Repeated refusal to comply with staff requests or Adelaide Robotics Academy rules.
  - 4. Behaviour that is potentially harmful to themselves.

- B. Repeated inappropriate behaviour may result in child suspension from Robotics Academy for some time. The exact time frame will vary depending on the severity of the behaviour at the teacher's discretion.
- C. To maintain order, security and discipline, but also to avoid compromising the child's integrity and of others, if the child demonstrates a lack of control or does not obey their teacher's instructions, we will have to contact the parent/guardian to remove their child from class.
- D. Parents would be notified at the time of pick-up if any behaviour problems were reported and documented.

### **III. HEALTH**

- A. Robotics Academy teachers must be informed of allergies, and epi-pens must be provided. In an emergency, EpiPens may be left with the staff with directions.
- B. Robotics Academy is strictly a NUT-FREE ZONE.
- C. In the case of severe illness or accident, staff will attempt to contact the parent immediately. Please ensure that the telephone contact you have given is correct. If emergency treatment is required, an ambulance will be arranged without delay.
- D. No one on our staff can administer any medication to your child. The parent is responsible for delivering any medicines.
- E. To maintain a healthy environment in Adelaide Robotics Academy, please be considerate to others and refrain from bringing any ill children. If a child comes to Adelaide Robotics Academy exhibiting symptoms such as a runny nose or cough, the parent will be called and asked to return when the child is not sick. Children with any colds, rashes, viruses, fevers or head lice will not be accepted in the Adelaide Robotics Academy classes under any circumstances. If your child is too sick for school, they are also ill for Adelaide Robotics Academy.

### **IV. SAFETY**

- A. No child is allowed to enter or leave Adelaide Robotics Academy without adult supervision.
- B. Children will only be released to the parent or legal guardian who brought them to Adelaide Robotics Academy. In case of an emergency when the parent or legal guardian cannot be reached, our staff will contact the persons indicated on the Emergency Contact Form.