

CASM RT KIDS – TERMS AND CONDITIONS

The City of Mandurah has provided these Terms and Conditions to ensure that your child's experience with RT Kids is engaging, safe and happy.

Registration

Please register your child for the RT Kids program two weeks prior to the beginning of each term using the online application to make sure you get a space in the program: [RT Kids Registration](#).

Attendance and Absences

RT Kids is not able to provide supervision outside of the scheduled class times. Therefore, please arrive five minutes before the lesson is due to start, to allow time for registration, and arrive five minutes before the end of the session to ensure your children are not kept waiting unsupervised.

To ensure your child's safety, participants under the age of 12 are to be escorted through the busy carpark, dropped off and collected at the Workshop door and signed in and out by a parent or caregiver.

If your child can't make a session, please advise the facilitator in advance by phone call or text.

Emergency Contact details

Current emergency contact details are to be maintained. Please advise the facilitator as soon as possible if circumstances or details change.

Behaviour

RT Kids is about having fun and learning in a happy, safe and supportive environment and unruly or disruptive behaviour that impacts other participants cannot not be tolerated. Parents may be requested to collect their child immediately if they behave in an unacceptable manner.

Participants should be able to independently manage their needs and belongings, including toileting.

Use of mobile phones at any time during class is not acceptable unless directed by the facilitator for research purposes. Phones must be put away prior to entering the workshop.

Payment

Term payments may be made at the CASM Gallery in person, or via phone payment. The term payment is due once you have registered online for the classes and should be made either prior to the commencement of each term or on the first day of class attendance.

If the City cancels a session, a make-up session may be offered at a later date. If the City is unable to offer a make-up session, you will not be charged for the cancelled session.

Payment plans are available by request. Please speak to CASM staff to arrange prior to the first day of class.

Cancellation of Enrolment

If advice of a cancellation is received before week two of term, you will only be charged for the sessions attended, after which you will be charged for the full term.