



# FineSteps Payment Policy

## Adult Classes and Events

Adult classes with FineSteps are a monthly sign up.

- **All fees are payable in advance**
- If you are going to be away and are therefore not paying for a full month of classes, please email [nikki@finesteps.co.uk](mailto:nikki@finesteps.co.uk) with the dates you will not be attending.
- We accept new students throughout the term. Fees will be pro-rated from the first class attended.
- No refunds or credit will be given for missed classes or missed events. Whilst there may be exceptional circumstances these will be given consideration case by case.
- If you cannot attend your class, you may attend another of the same level within a week.

**Please follow the guidelines below when making payment to FineSteps:**

- Use your class/event reference paying your fees (**see reference table on page 2**)
- If you attend multiple classes, please make separate payments for each class.
- Make payments for private lessons separately.
- Make payments for events separately.

## Children's Classes

Children's classes with FineSteps are a school termly sign up.

- **All fees for the full term are payable in advance.**
- We accept new students throughout the term. Fees will be pro-rated from the first class attended.
- No refunds or credit will be given for missed classes. There are always exceptional circumstances which will be given consideration case by case.

Please follow the guidelines below when making payment to FineSteps:

- Use your class reference paying your fees (**see reference table on page 2**)
- If you attend multiple classes, please make separate payments for each class.
- Make payments for private lessons separately.
- Make payments for events separately.

## Private Lessons

- **Fees for private lessons are payable in advance.**
- With less than 24 hours cancellation notice, the full lesson fee is payable. Whilst there may be exceptional circumstances these will be given consideration case by case.

## Reference Table

<b>Class/Event</b>	<b>Reference</b>
<b>Adult Classes</b>	
Tuesday SoloSteps	SSTues
Wednesday FirstSteps	FSWed
Wednesday NextSteps	NSWed
Wednesday SignatureSteps	SSWed
Thursday SoloSteps	SSThurs
Thursday FirstSteps	FSThurs
Thursday NextSteps	NSThurs
<b>Events</b>	
Social Dance	Social
Tea Dance	TeaDance
Sequence Workshop	Sequence
TipTop Workshop	TipTop
<b>Children's Classes</b>	
LilSteps	LS
KidSteps	KS
CompSteps	CS
TeenSteps	TS
Junior SoloSteps	JSS