

## OFFICE

Opening hours:  
10.00 am - 1.00 pm  
(weekdays only)

Personal callers by  
appointment only

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## **AUTUMN TERM STARTS MONDAY 8TH SEPTEMBER**

**Please note: Great Dunmow classes commence  
Saturday 20th September**

*Dear Parents and Students,*

*Thank you to everyone who has contacted us about class changes. This has been a big help in preparing your invoice which, if you're not a new account, is enclosed herewith. Invoices for new students will be raised two weeks into the term.*

*We are still taking bookings for our Prizegiving afternoon on Sunday 7th September. Please do get in touch if you haven't yet booked and come and join us for a very happy afternoon.*

## **NEW WEBSITE LAUNCHED**

*We are delighted to announce the launch of our new website which you can view at [www.theweston.dance](http://www.theweston.dance). It carries a huge amount of information about the school, our aims and objectives, our faculty and carries links to other interesting websites. Please do take a moment to look through it—we think you'll enjoy the experience.*

*As a result of the new website, all our email addresses have changed from .co.uk to .dance. Don't worry if you forget—the "old" addresses will be forwarded to the appropriate mail box.*

*All the teachers are looking forward to seeing everyone back for the new term and I extend a particularly warm welcome to all our new students. I look forward to a long and happy association with you all.*

*With best wishes*

*Elisabeth Swan  
Principal*



Please "Like us" on  
Facebook and "Share"  
with your friends.  
Recommendations very  
welcome



[www.facebook.com/WestonSchoolOfDance](http://www.facebook.com/WestonSchoolOfDance)

## Congratulations

To Jessica Higgins and Bethan Prile who were both successful in being accepted as dancing members of the Chelmsford Ballet Company at the auditions in June. We look forward to seeing you in their next production in March 2015.

## An Inspiring Day of Dance

**THE CHELMSFORD BALLET COMPANY** will, once again, be presenting their **LET'S MAKE A BALLET** day on Sunday 19th October at Sandon School, Chelmsford. This choreographic workshop, where a ballet is created in the space of a day, is suitable for dancers age 7 to 14 years. Two performances are given for family and friends at the end of the day. The cost for this exciting day is just £25 for pupils of Corporate Member schools (of which The Weston is one). Application forms may be downloaded from the Ballet Company website: [www.thechelmsfordballetcompany.co.uk](http://www.thechelmsfordballetcompany.co.uk)

## Weston Does Disney

A small but enthusiastic group of students took part in our summer sensation “Weston Does Disney”, a four-day course of singing, drama and dance. Huge thanks to Miss Jo and Miss Marie for inspiring the children over the four days which culminated in a performance for families on the final day. Thank you, too, to Miss Ruth for all her organisational skills. Here’s what one student, Mina Wilson (age 11) had to say about the course:

*“I attended the Weston Does Disney which was a 4-day workshop of Disney magic. The age group was 6-11 years; this meant there was a broad range of songs from Disney, which made it fun and exciting for all of us who went.*

*Miss Marie and Miss Jo who ran the workshop made everyone feel welcome and helped us all get to know each other by playing a game at the start.*

*We sang, danced and acted our way through old and new Disney songs from Mary Poppins to Frozen. In every routine the teachers encouraged us to add our own ideas to the dances. This was great because you really felt involved in the performances. Time went so fast over the four enjoyable days before we knew it was time to show our families all we had learnt.*

*Once we had finished our exhilarating performance Miss Jo and Miss Marie presented us with our own individual certificate and said a few words about us all. I thought this was a really nice thing to do.*

*I had a great time and would definitely recommend this fun and exciting workshop. My only regret is that I will be too old to take part next year.”*

Don't worry, Mina, we're sure there will be something for the older students next year!

## Children In Need

**TAPATHON** Don't forget the Tapathon which is taking place, countrywide, on Sunday 16th November. The plan is to set a new world record for the number of people tapping at the same time. Age is not a consideration and you don't need to be an experienced tapper. Join us at CYGAMS on Sunday 21st September to register and start learning the routine.

**MUFTI WEEK** will take place starting Monday 13th October. We hope you will enjoy dressing up (or down) for class—the more outrageous the better! We ask that you bring just £1 for the privilege with all money collected for Children In Need. Pudsey Bears are to be won—we hope you'll join in the fun.

## Financial Matters

### INVOICES

Your invoice for the autumn term is enclosed herewith. Your timely settlement of this bill will be greatly appreciated. Should you have any queries once you have received the invoice please do not hesitate to get in touch.

### STATEMENTS

If you have received a statement (blue sheet) this shows the amount you either owe or are in credit. Please be aware that, where there is an outstanding amount owing from a previous term, we are unable to register the student(s) for the coming term. Should your statement show a credit balance (the amount preceded by a minus (-) sign )please deduct this from your invoice.

## Ways to Pay

### CREDIT / DEBIT CARDS

We accept most major debit/ credit cards. Payment may be made by either completing the card payment information on your remittance advice, or by telephone to the office during opening hours.

### CASH or CHEQUE

We would be pleased to receive payment by either cash or cheque. However, if it is a large amount, please only give cash to Miss Swan or Mrs Orme as it is unfair to give the teachers this responsibility. Please be aware that an administrative charge, currently of £10, is made if a

cheque is returned unpaid.

### LATE PAYMENTS

With the exception of examination fees, all invoices should be settled within 21 days of issue. An administration charge, currently £10, is made for late payments.

## Electronic Payments

### MONTHLY STANDING ORDER

We are pleased to accept monthly standing order payments and a Mandate is enclosed for this purpose. Please complete the form and send it directly to your bank. You should return only the remittance advice to the school office so that we know that you will be paying in this way. Please be so kind as to observe the following:

- Payments may be made on 1st, 8th, 15th or 22nd of each month—this ensures it is in our bank account before the end of the month;
- Please deduct any existing credit balance from your FIRST payment;
- The first payment MUST be made in October. Should you miss this deadline we will ask you to make the October payment by some other means;
- The final payment MUST be made in June—please do not continue payments beyond that

month;

- Please show your account reference on your payments—we don't need any other information.

### BACS

Should you wish to pay your fees directly into our bank account, you would be most welcome to do so. It would be helpful if, when you have done this, you send a quick email to the office to let us know.

Our bank account details are as follows:

**Account name: The Weston School of Dance**

**Sort code: 089250**

**Account number: 68543198**

Please do not pay into any other, pre-existing, account. In order that we can track your payment please show your account reference on your payment, together with the invoice number if possible (eg SWAN01/56789).

## Dates for the Academic Year 2014-2015

### Autumn term 2014

|                        |  |
|------------------------|--|
| Office opens           | Wednesday 3rd September                                |
| Term commences         | Monday 8th September                                   |
| Half term (no classes) | Monday 20th October to Saturday 1st November inclusive |
| Term ends              | Saturday 29th November                                 |

### Spring term 2015

|                        |  |
|------------------------|--|
| Office opens           | Wednesday 7th January                                    |
| Term commences         | Monday 12th January                                      |
| Half term (no classes) | Monday 16th February to Saturday 21st February inclusive |
| Term ends              | Saturday 28th March                                      |

### Summer term 2014

|                        |   |
|------------------------|---|
| Office opens           | Wednesday 15th April  |
| Term commences         | <u>Saturday 18th April</u> ** <i>please see notes below</i> |
| Half term (no classes) | Monday 25th May to Saturday 30th May inclusive              |
| Term ends              | <u>Monday 6th July</u>                                      |

**PLEASE NOTE: There will be no classes on Bank Holiday Monday 5th May 2014  
There will be no class on Saturday 4th July**

## Temporary Class Alterations

GREAT DUNMOW PRIMARY SCHOOL: There will be no classes at this venue on Saturday 13th September but will be held during half-term instead, on Saturday 25th October.

CYGAMS HQ: There will be no classes at this venue on Wednesday 17th September but will be held during the half-term instead, on Wednesday 22nd October.

## Uniform Sales

The sale of Ballet, Modern and Tap uniform will take place as follows:

|                             |                         |                  |
|-----------------------------|-------------------------|------------------|
| Widford Village Hall        | Saturday 13th September | 9.45 am—12.15 pm |
| Chelmer Village Hall        | Thursday 18th September | 4.00 pm—6.00 pm  |
| Springfield Parish Centre   | Friday 19th September   | 4.15 pm—6.15 pm  |
| Great Dunmow Primary School | Saturday 20th September | 9.15 am—12.15 pm |

Uniform may also be ordered and paid for on-line at [www.theweston.dance](http://www.theweston.dance)

## Uniform Enquiries and Supply

The School holds a considerable amount of uniform in stock. If you are unable to attend any of the scheduled sale sessions, and do not wish to order on-line, please obtain an order form from your class teacher, complete it and send it to the office with your payment. Where possible, goods will be sent to the student's first class after the weekend.