

## Queensland Ballet In-School Workshop Pre-Registration Pack

Thank you for your interest in Queensland Ballet's In-School Workshops.

Created and tested with children at heart, Queensland Ballet's In-School Workshops are rigorously designed with the Early Years Learning Framework, Australian Curriculum – The Arts Learning Area: Dance (V9) and Senior Dance General and Applied Syllabi in mind, ensuring all workshops complement and extend on the teaching and learning taking place in the classroom.

All repertoire and contextual information is adapted and tailored to accommodate the diverse learning needs of students in different year levels.

### Student Inclusion

Our In-School Workshops are designed to be inclusive of children with diverse abilities and support needs. We welcome visits from inclusive education centres and programs, and our Teaching Artists are trained to support learners of all abilities. If a student requires significant support or adjustments, please notify our Education Manager in advance so we can consider and adapt workshop content to best suit the student and wider group. We also recommend that a teacher aide attends to support the student's engagement and ensure the best possible experience.

### Locations, Dates and Times

Queensland Ballet's In-School Workshops are available to all schools and kindergartens throughout the year, at a mutually agreed date and time. Workshops can be delivered at the school or kindergarten, or at an external community hall, as arranged by the participating school or kindergarten.

### Venue Requirements

Schools and kindergartens must provide a large, open space (preferably with a sprung floor, if available) that:

- Is free of obstacles and hazards
- Has a smooth, uninterrupted surface (no nails or splinters)
- Provides access to a sound system with AUX input (*not required for Kindy workshops*)
- Provides access to a projector and connection point (*not required for Kindy workshops*)
- Is free from nearby classes or distractions
- Allows enough room for all students to move simultaneously without touching and to travel safely across the area

### Cost

Number of Workshops	Flat Fee (inclusive of GST)
1 Workshop	\$340.00
1-3 Workshops	\$275.00 (per workshop)
4+ Workshops	\$250.00 (per workshop)

## Fee Structure

Areas of Queensland	Fees (inclusive of GST)
Schools, kindergartens and community halls located within the following local government areas: <ul style="list-style-type: none"> <li>• Brisbane City Council</li> <li>• Ipswich City Council</li> <li>• Logan City Council</li> <li>• Moreton Bay Regional Council</li> <li>• Redland City Council</li> </ul>	<ul style="list-style-type: none"> <li>• Flat fee per workshop, as above, for locations within a 25km radius of the Thomas Dion Centre, Queensland Ballet's home in West End.</li> </ul> <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> <li>• Flat fee as above plus additional fee of \$50 for locations outside of a 25km radius of the Thomas Dixon Centre, Queensland Ballet's home in West End.</li> </ul>
Schools, kindergartens and community halls located within the following local government areas: <ul style="list-style-type: none"> <li>• Gold Coast City Council</li> <li>• Lockyer Valley Regional Council</li> <li>• Toowoomba Regional Council</li> <li>• Scenic Rim Regional Council</li> <li>• Somerset Regional Council</li> <li>• Sunshine Coast Regional Council</li> </ul>	<ul style="list-style-type: none"> <li>• Flat fee per workshop, as above, plus additional fee of \$100.00 - \$250.00. Calculated for each individual booking (incorporating the return journey), on distance from a 25km radius of the Thomas Dixon Centre.</li> </ul>
Schools, kindergartens and community halls located within all other Queensland local government areas.	<ul style="list-style-type: none"> <li>• Flat fee (above) plus additional fees relating to travel and accommodation expenses.</li> <li>• Where extensive travel is required, a minimum number of workshops may apply.</li> </ul> <p><i>If you are interested in our In-School Workshop program but outside of the above mentioned LGAs? Contact our Education Manager to learn about our Community and Education Regional Touring program.</i></p>
New (from 2025) For kindergartens located within the following local government area: <ul style="list-style-type: none"> <li>• Mackay Regional Council</li> </ul>	<ul style="list-style-type: none"> <li>• Flat fee as above for locations within a 25km radius of Mackay city centre (Mackay Entertainment and Convention Centre).</li> <li>• Flat fee as above plus additional fee of \$50 - \$150 for locations outside of a 25km radius of Mackay city centre (Mackay Performing Arts Centre).</li> </ul>

### Regional Community and Education Engagements

During Queensland Ballet's annual Community and Education Regional Tours, our experienced Teaching Artists often have ability to deliver free workshops for kindergartens and schools across regional Queensland. Locations change each year, so please stay informed through our website on the locations once they are announced.

### Queensland Ballet Teaching Artists

Our In-School Workshops are coordinated by our Education Manager, an experienced teacher with 15 years of experience teaching Dance and Performing Arts in Queensland primary and secondary schools. Workshops are delivered by Queensland Ballet's Teaching Artists, a team of highly trained dance professionals, many of whom have trained with Queensland Ballet or danced professionally with our Company and/or other companies around the world. Participants can look forward to working with well-prepared, highly professional and experienced Teaching Artists, who value curiosity, enthusiasm, and a respectful attitude. The Teaching Artist will arrive at least 15 minutes prior to the commencement of your workshop, and will go to the Administration building to sign in. It would be appreciated if a nominated person could greet and escort them to your dance space.

### Participants and Supervision

If the space permits, the maximum number of students for a single workshop is:

- 25 kindergarten students;
- 60 primary school students;
- 30 high school students.

There is no minimum number of students required to register for a workshop, and schools or kindergartens may book multiple workshops without restriction.

All students participating in an In-School Workshop must be supervised at all times by their teacher(s), administrator(s), parent(s), caregiver(s), or volunteer supervisor(s), as appropriate. Please note that Queensland Ballet Teaching Artists are not responsible for managing disruptive behaviour. In such cases, we rely on the supervising adults to address the situation promptly, ensuring a safe and focused learning environment for all participants.

Queensland Ballet Teaching Artists must not be tasked with sole supervision. To ensure every student participates in the experience fully, it is expected that one supervisor is assigned for:

- Every 10 childcare centre and kindergarten students; or
- Every 30 primary and high school students.

#### **What to Wear**

Students may wear comfortable, easy to move-in clothes. We encourage students to wear trainers or socks, depending on the workshop. Ballet shoes are not required and no participant will be required or allowed to wear pointe shoes. Students should bring a water bottle and ensure mobile phones are off and out of sight.

#### **Publicity, Photography and Recording**

Queensland Ballet prefers to manage publicity for our In-School Workshops. We request if you are interested in any publicity at your school, childcare centre or kindergarten as part of this visit to please contact Queensland Ballet first to discuss.

Video recording will not be permitted throughout the experience; however, schools, childcare centres or kindergartens are able to photograph their students during the workshop with prior verbal permission from the Teaching Artist. If Queensland Ballet takes photographs or video recordings, the school, childcare or kindergarten will be with provided Project Consent Forms for parents/guardians to sign.

#### **Registration Process**

Teachers or nominated school or kindergarten administrators should individually complete the registrations form on our website.

Step 1: Registration. When registering, schools or kindergartens will be asked to provide their contact information and details of the chosen year group/s, and preferred location/s, date/s, time/s and workshop/s. Schools or kindergartens are also required to accept the Terms and Conditions which form part of this Pre-registration Pack. There is an assumption that these Terms and Conditions will have been discussed with the school or kindergarten Principal or Director.

Step 2: Notification. The school or kindergarten will be contacted by Queensland Ballet's Education Manager to discuss and agree upon a date and time for the workshop/s as convenient for the school or kindergarten.

If Queensland Ballet has arranged for a photographer, the school or kindergarten will be advised if Project Consent Forms are required for the workshop(s). In such cases, the school or kindergarten is responsible for distributing and collecting signed consent forms from all participants, including students, teachers, and supervisors. Completed forms must be returned to Queensland Ballet without any amendments.

Step 3: Invoice and Payment. After receiving all required information and forms and the workshop/s details have been confirmed, the school or kindergarten will be sent an Information Pack including invoice, payable before workshop/s are delivered. Payment of the invoice will confirm the booking.

#### **Contact Us**

For more information about Queensland Ballet's In-School Workshops and other Education programs, including Teacher Professional Development session and Immersion Experiences, please contact us using the below information:

Queensland Ballet  
Thomas Dixon Centre  
406 Montague Road, West End 4101  
Telephone: (07) 3013 6666  
Email: [education@queenslandballet.com.au](mailto:education@queenslandballet.com.au)

## **General**

1. Information on how to register and participate in any of Queensland Ballet's In-School Workshops including all relevant program guidelines, information books, pre-registration packs, forms and fact sheets distributed throughout the program form part of these Terms and Conditions of entry. Participation in the program will be considered acceptance of these Terms and Conditions, and any ongoing updates to these Terms and Conditions.
2. The Queensland Ballet (ABN 26009717079) is the owner of the Queensland Ballet In-School Workshop program.
3. Where a participant is a minor / dependent / child (as defined by Australian Law), a parent / guardian / caregiver is accepting these Terms and Conditions on their behalf.
4. Where a participant is a student enrolled at a state, Catholic or independent school (as defined by Australian Law), the school where the student is enrolled is accepting these Terms and Conditions on the student's behalf, as it pertains to the student's enrolment and school duty of care.
5. Where definitions of metropolitan and/or regional Queensland are applied, metropolitan means the Local Government Areas (LGA's) of Brisbane City Council, Ipswich City Council, Logan City Council, Moreton Bay Regional Council and Redland City Council, with regional Queensland equalling the remainder of the state's LGA's.
6. In accordance with Queensland Ballet's Privacy Policy, any images taken during classes are not to be published online through social media channels or other websites, unless taken by an authorised representative of Queensland Ballet who has obtained prior permission from parents/guardians. On these occasions, the parent/guardian will be informed as to the nature of the use of the image(s) as well as how the image(s) will be stored and how the image(s) can be accessed by the parent/guardian.
7. Queensland Ballet strictly prohibits the use of camera phones, cameras, video cameras or any other type of recording or photo taking device inside changing areas, showers and toilets.

## **Registering for In-School Workshops**

8. Once entered, details of the school are not transferable to any other organisation.
9. Partially completed registrations may be deemed as ineligible for consideration for participation in the program.
10. All information submitted must be true and correct at the time of registration.
11. The decision made by Queensland Ballet to accept schools into the program will be based on a "first in" basis, provided the registration is not partially completed.
12. A fee forms part of the registration process which is due prior to the In-School Workshop. Once paid, this fee is final, non-refundable, non-transferable and non-extendable. No refunds will be given at any time for any reason.
13. By providing information to support registration and program participation the school warrants they either own the material or have acquired sufficient right to use the material for the purpose of the program and agree to indemnify Queensland Ballet against any loss or damages caused by breach of this warranty.
14. Where applicable, although every effort will be made to ensure project materials (including information packs and forms) are sent to the addresses (including email) stated on the registration forms, Queensland Ballet takes no responsibility for lost or misdirected items not received by participants.
15. Queensland Ballet reserves the right, at any time, to verify the validity of a registration, reject a registration or disqualify a registration that is not in accordance with these Terms and Conditions

## **Attending In-School Workshops**

16. Experiences as part of this program may be physically strenuous and participation is voluntary, based on the school's assessment of the participants' fitness, health, cognitive ability to participate and understanding of the experience requirements, activities and expected outcomes. Participation is based on an understanding and knowledge there is a risk of personal injury or death.
17. The school agrees to indemnify Queensland Ballet against any injuries or damage to persons or loss or wrongful death or loss or theft of property, whether caused by negligence or otherwise while participating in the program from registration to completion.

### **Modifications and/or Cancellations**

18. If for any reason Queensland Ballet's representatives or officers deem the identified activity space and associated resources and infrastructure to be unsafe or not conducive to dance teaching or conducting any element of the In-School Workshop, the whole In-School Workshop may be cancelled, suspended or modified.
19. Queensland Ballet does not supply additional personal support for applicants with special needs, however Principal-approved carers and/or teachers and/or teacher aides may accompany an applicant, with all expenses absorbed by either the school or the applicant (as dictated by school policy).
20. Queensland Ballet will not be responsible for any problems or technical malfunction of any network or lines, servers, providers, computer equipment, software, traffic congestion on the Internet, etc. including, but not limited to, any injury or damage to participants, their employee's or any other person's computer related to or resulting from registering for, participation in or downloading any materials in this program to enable registration and full participation.
21. If for any reason the program is unable to run as planned to include causes beyond the control of Queensland Ballet the program may be cancelled, suspended or modified.
22. The program may be withdrawn at any time without notice.
23. While effort is made to deliver accessible programs and resources, Queensland Ballet cannot guarantee modifications to information and infrastructure and delivery and content will ensure full participation for everyone.
24. The school agrees to indemnify Queensland Ballet against any loss or damages caused by a cancellation, suspension, modification or withdrawal of the program or where a sponsor, partner or supporting individual or organisation fails to fulfil their duties.
25. These Terms and Conditions may be altered where necessary, with the most current version available for download from the Queensland Ballet website.

### **Use of Personal Information**

26. The school grants Queensland Ballet the right to use personal information and artistic material including still and video footage for promotion, education, research and other Company business operations deemed reasonable by Queensland Ballet for commercial and non-commercial purposes. Project Consent Forms may be issued to participants if Queensland Ballet wishes to expand the use of personal information and artistic material beyond reasonable Company business operations.
27. The intellectual property and copyright of any material created in this program will be owned solely by Queensland Ballet, who are free to distribute and market as they see fit.