

Guildhall Young Artists Online Dubai Residency Parent/Carer Agreement and Terms & Conditions February 2026

Please read the following terms and conditions of your child's place at the GYA Online Dubai Residency.

Section 1 – Safeguarding and Supervision Arrangements

1.1 I am aware of the latest version of the [Guildhall School Safeguarding Policy](#) and the additional [GYA Safeguarding Protocol for Students/Parents](#).

1.2 I will report any safeguarding related concerns to either of the Heads of Centre (julie.beaman@gsmd.ac.uk or joshua.jones@gsmd.ac.uk) who will be attending the residency in Dubai.

1.3 I understand that I am responsible for ensuring the travel and accommodation arrangements for my child and that they will be accompanied by an adult during the visit to Dubai. Guildhall Young Artists will only be responsible for the students during timetabled activities and I will be responsible for dropping off and collecting my child promptly at the start and end of the day.

1.4 I understand that Guildhall School staff will communicate using their @gsmd.ac.uk email addresses. If a member of staff communicates with me using an alternative method, I must inform the Heads of Centre. I understand that staff must not have any contact with students under the age of 18 without the parent/carers also being copied in.

Section 2 – Lesson Arrangements & Payment

2.1 A detailed timetable will be issued before the residency starts and activities will be grouped to take account of participants requested activities, ages and experience. Where possible we will aim to accommodate all timetable requests, however, in certain circumstances we may need to offer an alternative.

2.2 I agree to pay the course fees (subject to any agreed discount) by the deadline either in full, or in an agreed number of instalments agreed with the GYA Online Heads of Centre.

2.3 I understand that no remission of fees is offered for sessions missed during the GYA Online Dubai residency, including for the following reasons: illness, family/personal reasons, other engagements, reasons beyond the control of GYA Online. Should a teacher be absent, appropriate cover will be put in place.

Section 3 – Amendments & Withdrawal From Tuition

3.1 I understand that a non-refundable deposit is required to book a place on the residency. I understand that if I withdraw my child from the course after 2nd January 2026 the full fee will still be payable unless dispensation has been granted by the GYA Online Heads of Centre. (See 3.2 below)

3.2 In exceptional circumstances (e.g., bereavement or material change to personal circumstances), GYA Online may offer fee dispensation if I withdraw my child from the course without giving the required notice period. In the first instance, I must send an email to the GYA Online Heads of Centre stating details of reasons. Notification of any dispensation in fees offered by the GYA Online Heads of Centre will be given in writing.

3.3 I understand that in the event of serious misconduct by my child, the GYA Online Heads of Centre will have the right to withdraw or permanently exclude my child with immediate effect and that in the event of such withdrawal or permanent exclusion no proportion of GYA Online Dubai Residency fees will be refunded.

Section 4 – Technology & Data Use

4.1 I am aware that by agreeing to these conditions, I am giving permission for the Guildhall School to collect, process or use personal data as part of these systems in order to provide a service to you and that essential data may be shared with our partner organisation details of which will be included in our data sharing agreement.