



ELMS Creatives
Family Enrolment Pack
September 2026

Inspire. Create. Perform.



Welcome

Dear Parent/Carer,

Thank you for choosing Elms Creatives.

We are delighted to welcome you and your family to our growing performing arts community. At Elms Creatives, we believe every child deserves the opportunity to discover their confidence, express their creativity and develop lifelong skills through the performing arts. Whether they are taking their very first steps onto the stage or already have experience performing, our aim is to provide a safe, supportive and inspiring environment where every student can flourish.

This enrolment pack contains everything you need to complete your child's registration and prepare for the exciting journey ahead. We are incredibly grateful that you have chosen to begin this journey with us and we can't wait to watch your child grow in confidence, creativity and performance.

Welcome to the Elms Creatives family!

With best wishes,

Josh & Erin Elms

ELMS
Creatives

Inside this Pack:

- Family Registration Form
- Additional Child Registration Form
- Medical & Emergency Information
- Photography & Media Permissions
- Payment Information
- Parent Handbook
- Terms & Conditions
- Contact Information

Our Mission

To inspire confidence, nurture creativity and provide every child with the opportunity to discover their potential through exceptional performing arts education.

How to Complete Your Enrolment Pack

- **Step 1:** Complete one Family Registration Form for your household.
- **Step 2:** Complete one Additional Child/Sibling Registration Form for each extra child enrolling.
- **Step 3:** Fill in the Medical & Emergency Information section for each child if required.
- **Step 4:** Read and sign the Photography, Parent Agreement and Terms & Conditions pages.
- **Step 5:** Return the completed pack to Elms Creatives via email.

Need help?

If you have any questions while completing this pack, please speak to a member of the Elms Creatives team. We'll be happy to help you every step of the way.

Thank you for choosing Elms Creatives.
We can't wait to welcome you to the family.



Family Registration Form

Please complete this form once per household.

Parent/Carer Details

Full Name:

Relationship to Child:

Mobile Number:

Email Address:

Home Address:

Postcode:



Household Information

How many children are you enrolling today? _____

Please complete one Additional Child Form for each extra child.

Emergency Contact

Please provide details for an emergency contact who is different from the parent/carer listed above.

Full Name

Relationship

Telephone



Student Registration Form

Please complete this page for your first child.
Use the Additional Child Form for any siblings.

Student Details

Full name

Date of Birth

School

Year Group

Classes of Interest

Please tick all that apply.

- ☐ Musical Theatre
- ☐ Singing
- ☐ Dance
- ☐ Acting



Previous Experience

☐ None ☐ Beginner ☐ Some Experience ☐ Experienced

Please tell us about any previous classes, performances or training:

Student Goals

What would your child like to achieve by joining Elms Creatives?

Office Use Only

Class Allocated: _____

Trial Date: _____

- ☐ Welcome Pack Issued
☐ Student Added



Medical, Emergency & Additional Support Information

Please complete this page for each child. The information you provide helps us provide a safe, inclusive and supportive environment.

Medical Information

Does your child have any medical conditions?

☐ Yes ☐ No

If yes, please provide details:

Medication required during classes?

Allergies

Please list any allergies (food, medication, environmental, etc.)



Additional Support Needs

Please tell us about any SEND, learning needs, disabilities or adjustments that would help your child thrive:

Emergency Medical Consent

☐ I give permission for Elms Creatives staff to seek emergency medical treatment if required and I cannot be contacted immediately.

Parent/Carer Signature

Date: ____ / ____ / ____

Your child's wellbeing is our priority. All information provided will be handled confidentially and used only to support your child's safety and wellbeing in accordance with our safeguarding and data protection.



Photography, Video & Media Consent

Throughout the year we love celebrating our students' achievements. Please indicate how you would like your child's photographs or videos to be used.

Important Information

- Images and videos will always be used responsibly, appropriately and in accordance with our safeguarding and photography policies.
- During shows, performances and group events, Elms Creatives may film and/or photograph the performance as a whole for school records and, where appropriate, promotional purposes.
- Parents and carers will be asked not to take photographs or videos using their own devices during performances, in order to protect the privacy and safeguarding of all children taking part.
- Where a child does not have photography and/or video consent, reasonable steps will be taken to ensure that their face is blurred or otherwise obscured before any footage or images are shared publicly online or through Elms Creatives' social media or promotional channels.
- Full performance recordings may contain multiple children and may therefore include children who do not have consent for promotional photography/video. Such recordings will not be published publicly in an identifiable form without appropriate consent, and any extracts selected for public promotional use will be reviewed to ensure that children without the relevant consent are appropriately excluded or anonymised.
- Children will never be identified alongside personal contact details or other information that could compromise their privacy or safety.
- Consent can be withdrawn at any time by contacting Elms Creatives in writing. Where consent is withdrawn, Elms Creatives will take reasonable steps to ensure that the child's image is not used in future promotional material.



Permissions

Please review the following information and indicate your consent below.

☐ **I give consent** for my child to appear in photographs and/or videos taken by Elms Creatives and for this material to be used for the purposes outlined in the Important Information section above.

This may include use on the Elms Creatives website, social media channels, printed marketing materials, posters and flyers, press and local media, performance programmes, internal displays, newsletters, promotional materials and other reasonable communications relating to Elms Creatives.

☐ **I do not give consent** for my child to appear in photographs/videos.

Parent/Carer Consent

I confirm that I have read and understood the above information.

Parent/Carer Signature:

Date: ____ / ____ / ____



Payment Information & Membership Agreement

Please complete this section to confirm your payment arrangements and your agreement to the Elms Creatives membership terms.

Payment Method

- Monthly Direct Debit via GoCardless

Elms Creatives membership fees are collected by Direct Debit through GoCardless. Your Direct Debit will be set up when you enrol, and payments will then be collected automatically on the agreed date each month.

A one-off **Membership Registration Fee** may also be payable when joining, unless this has been waived as part of a Founding Member or other applicable offer. Where applicable, this fee will be collected alongside your initial payment.

Membership Payments

Membership fees are payable monthly in advance and will be collected automatically by Direct Debit on the 1st of each month.

Please ensure that the bank account details linked to your Direct Debit remain accurate and that sufficient funds are available when payment is due.

If your circumstances change or you're having any difficulty with payments, please don't hesitate to get in touch with Elms Creatives. We're always happy to discuss things with you and see how we can help.



Parent Agreement

By signing below, I confirm that:

- I agree to pay all applicable membership fees on time through the agreed Direct Debit arrangement.
- I understand that membership fees are collected monthly on the 1st of each month.
- I understand that any applicable Membership Registration Fee is payable upon joining, unless it has been waived.
- I have read and agree to the Parent Handbook and Terms & Conditions.
- I understand and agree to Elms Creatives' safeguarding and behaviour expectations.
- I will notify Elms Creatives promptly of any changes to my family's contact or membership details.

Declaration

Parent/Carer Name:

Signature:

Date: ____ / ____ / ____

Thank you for becoming part of the Elms Creatives family.
Your support allows us to provide high-quality performing arts
training in a positive, inclusive and inspiring environment.