**Yogaworks Terms & Conditions**

**GDPR statement**

Any personal data from students is held securely on my booking system which is managed by Zebranet, who have their own GDPR statement: <http://www.zebranet.co.uk/GDPR>

The personal data will remain on the system unless you specifically request me to delete this. The reason for this is that many students return to my classes after a gap, sometimes of many years.

Any personal data held on paper forms is held securely at my home address whilst you are a current student unless you specifically request me to destroy it and will then be safely destroyed.

No contact information such as e mails and telephone numbers will be shared with third parties unless you specifically request this, nor will it be used for marketing purposes. This contact information can however be used to contact you personally when relevant to your attendance to class, such as notifying you of a class cancellation or change of venue.

**Pregnancy classes**

Spaces in the classes are available on a first come first served basis. To guarantee your space you need to book and to pay for the full block.

You need to be at least 14 weeks pregnant to join the classes. Sometimes the early symptoms of pregnancy such as nausea persist longer than expected and you may not feel well enough to join the sessions when you hoped to. Please let me know if this is the case so that we can come to an alternative arrangement such as agreeing a later starting date.

Payments for all classes are to be made in advance of your first session to book your space – unless you have agreed otherwise with me for example if you are paying a casual fee because you are due before the end of the current block of classes. Please inform me if you are planning to attend your last few weeks of pregnancy on a casual basis and which class.

Sometimes the classes are full and there is a waiting list. You are welcome to book on to and pay for future blocks of classes to guarantee your space for that block. You can book on to more than one block at a time.

New students who are invited to join the classes from the third week of the block onwards will be charged pro-rata for the remainder of the block. This means that the full block fee applies if you join in the first or second week of the block. If you miss or are planning to miss any session because you are not available then the full block fee applies to guarantee your space.

No refunds will be issued for missed sessions (for example if you are too tired, unwell, staying late at work or going on holiday) and it is not possible to carry payments over from one block to the next **so please don’t ask me for this**. It is usually possible to attend another session during the week when you are missing your regular class, or to make up for your missed session by attending an extra session during one of the other weeks – so that in total you attend the number of sessions you have enrolled for. You can only attend pre paid classes within the block that you are paying for.

Payments from the pregnancy yoga classes cannot be carried forward to any of the other types of yoga sessions (such as the birthing sessions or postnatal classes) unless there are exceptional circumstances in which case please let me know.

If for any reason I have to cancel the class I will offer a refund for the cost of that session or an additional session to compensate. All attempts will be made to contact students affected so a mobile number is required from all students when booking in. If the cancellation is at too short notice to contact everyone then a notice will be posted on my facebook page [www.facebook.com/yogawithbelinda](http://www.facebook.com/yogawithbelinda) (name of page =Yogaworks) therefore liking this page is recommended to keep up to date with latest news.

If you are wishing to transfer class it is usually possible to do this within the block you are already enrolled for – just let me know which date you would like to start from and I can confirm if there is availability.

If you have genuine difficulty in paying the full fees then please just let me know and we can work out a payment arrangement that enables you to attend the yoga. Full confidentiality will be respected.

Parking at Spencer Yard can be tricky as the car park there is small. Sometimes students’ cars are blocked in by other users. Your parking arrangements are your responsibility. Please also allow enough time to park your car so that you can arrive in time for the beginning of the session, or at least no later than 15 minutes after the class start time when a delay is unavoidable.

Each new student has to fill in a health form and sign a disclaimer prior to their first class. This information is kept confidential unless you choose to share it with the class. If you are a returning student from a previous pregnancy a new health form and disclaimer is required for each pregnancy.

Please let me know on a class by class basis of any changing health conditions that may affect your yoga practice. This applies in particular to pelvic girdle pain, high or low blood pressure but may well cover other conditions too.

It is also the responsibility of each student to listen to their own body at all times during the practice and only to do those practices which feel comfortable. The student is responsible for stopping participating in any practice which causes discomfort and to inform the teacher immediately.

The student is responsible for the safety and suitable for any yoga practice undertaken in the student’s own time, including any practices from the hand out sheets from the yogaworks website and facebook page, or any other sources.

All belongings left unattended at the yoga venue are at the owner’s risk.

**Birthing sessions with partners**

These are suitable for women from 32 weeks+ of pregnancy and their birthing partners.

Full payment for these sessions is due in full two weeks before the session date. It may be possible to book on later than this if there is availability so please check with me.

No refunds will be given for missed sessions – for example due to ill health or if your baby arrives earlier than expected or if the circumstances of your labour change and you no longer wish to attend the session.

The venue may change depending on numbers attending the sessions. A change of venue will be notified in advance and will always remain local.

It is the responsibility of each student to listen to their own body at all times during the practice and only to do those practices which feel comfortable. The student is responsible for stopping participating in any practice which causes discomfort and to inform the teacher immediately.

The student is responsible for the safety and suitable for any yoga practice undertaken in the student’s own time, including any practices from the hand out sheets from these sessions.

All belongings left unattended at the yoga venue are at the owner’s risk.

**Mother & Baby Yoga**

Spaces in the classes are available on a first come first served basis. To guarantee your space you need to book and to pay for the full block in advance of your first session.

These sessions are for babies from 6 weeks + up to crawling (divided into two sessions for babies up to 3-4 months and from 3-4 months+). Please let me know if your baby was born before 37 weeks or other special circumstances so that this can be taken into account when deciding which session you should attend.

Please don’t enrol a baby who is already crawling. Sometimes the babies start to crawl during the block – if this is the case then it is the mother/carer’s responsibility to ensure the safety of her baby at all times during the sessions.

Sometimes the classes are full and there is a waiting list. You are welcome to book on to and pay for future blocks of classes to guarantee your space for that block.

No refunds will be issued for missed sessions (for example if you or your baby are too tired or unwell) and it is not possible to carry payments over from one block to the next **so please don’t ask me for this**.

Payments from the mother and baby yoga classes cannot be carried forward to any of the other types of yoga sessions (such as the general yoga classes) unless there are exceptional circumstances in which case please let me know.

If for any reason I have to cancel the class I will offer a refund for the cost of that session or an additional session to compensate. All attempts will be made to contact students affected so a mobile number is required from all students when booking in. If the cancellation is at too short notice to contact everyone then a notice will be posted on my facebook page [www.facebook.com/yogawithbelinda](http://www.facebook.com/yogawithbelinda) (name of page =Yogaworks) therefore liking this page is recommended to keep up to date with latest news.

If you have genuine difficulty in paying the full fees then please just let me know and we can work out a payment arrangement that enables you to attend the yoga. Full confidentiality will be respected.

Each new student has to fill in a health form and sign a disclaimer prior to their first class. This information is kept confidential unless you choose to share it with the class. If you are a returning student a new health form and disclaimer is required for each mother and baby pair.

Please let me know on a class by class basis of any changing health conditions that may affect your or your baby’s yoga practice.

It is also the responsibility of each student to listen to their own body at all times during the practice and only to do those practices which feel comfortable. The student is responsible for stopping participating in any practice which causes discomfort and to inform the teacher immediately.

The mother/carer is responsible at all times during the sessions for the safety and wellbeing of their baby – this includes bringing them to and taking them away from the yoga classes. If your baby is unwell and/or has an infectious condition then please don’t bring them to class.

The student is responsible for the safety and suitable for any yoga practice undertaken by themselves or with their baby in the student’s own time, including any practices from the hand out sheets from the yogaworks website and facebook page, or any other sources.

All belongings left unattended at the yoga venue are at the owner’s risk.

Permission must be obtained to take any photos or videos during the sessions from myself as well as other class members.

Please check with me beforehand if you wish to bring anyone else with you to class. Any other adult attending is expected to help you as the mother rather than simply participating in the adult yoga practices in class. It may be possible for another adult to attend instead of yourself on the odd occasion if you are unavailable and this person is confident about handling the baby at all times. If you are wishing to have a male guest at the session please do check with me and with at least a week’s warning so that I can check with those in the group.

**General yoga**

Classes are pre-paid for a number of sessions which are to be taken over a four month calendar period from the date of the first session attended. No refunds will be issued for unused sessions (for example if you are too tired, unwell, staying late at work or going on holiday) and it is not possible to carry payments over after the four month calendar period has expired **so please don’t ask me for this**.

A register is taken of students attending each session and you will be notified when your pre-paid sessions are almost used up/expires so that you can re-enrol and book another set. You are welcome to check with me at any stage about how many sessions remain.

An alternative is to pay casually for each class attended when payment is due at each session.

It is usually possible to attend another session during the week when you are missing your regular class but please check availability with me first if you are wishing to do this so I can confirm there is space. You are also welcome to regularly attend more than one class per week.

Payments from the general yoga classes cannot be carried forward to any of the other types of yoga sessions (such as the pregnancy yoga) nor can they be transferred to another person. Guests are welcome to attend if there is space – in this case the casual fee applies and a health form is required.

If you are trialling the yoga then you are welcome to wait until the end of the class to decide if you wish to pay pre-pay for a number of classes or pay for that one session on a casual basis.

If for any reason I have to cancel the class all attempts will be made to contact students affected so a mobile number is required from all students when booking in.

If you have genuine difficulty in paying the full fees then please just let me know and we can work out a payment arrangement that enables you to attend the yoga. Full confidentiality will be respected.

Parking at Spencer Yard is not possible for members of the public during the day. Your parking arrangements are your responsibility. Please also allow enough time to park your car so that you can arrive in time for the beginning of the session, or at least no later than 15 minutes after the class start time when a delay is unavoidable.

Each new student has to fill in a health form and sign a disclaimer prior to their first class. This information is kept confidential unless you choose to share it with the class. If you are a returning student from more than two years previously a new health form and disclaimer is required.

Please let me know on a class by class basis of any changing health conditions that may affect your yoga practice.

It is also the responsibility of each student to listen to their own body at all times during the practice and only to do those practices which feel comfortable. The student is responsible for stopping participating in any practice which causes discomfort and to inform the teacher immediately.

The student is responsible for the safety and suitable for any yoga practice undertaken in the student’s own time. All belongings left unattended at the yoga venue are at the owner’s risk.