

## TERMS AND CONDITIONS

Welcome to IDEA Design Hub CIC. By enrolling in or attending any class, workshop, or event at our art studio, you agree to the following terms and conditions.

### 1. General Information

1.1. These Terms and Conditions apply to all classes, workshops, and events held by IDEA Design Hub CIC located at schools and our studios.

1.2. IDEA Design Hub CIC reserves the right to update or modify these Terms and Conditions at any time. Any changes will be posted on our website or provided via email to registered participants.

1.3. By attending any session, participants agree to abide by these Terms and Conditions.

### 2. Registration and Payment

2.1. **Booking:** All classes and workshops must be booked in advance via our chosen booking system. Availability is on a first-come, first-served basis.

2.2. **Fees:** Full payment is required at the time of booking to confirm your spot in the class. Payments can be made via our chosen booking system and website.

2.3. **Discounts and Promotions:** Any discounts, special offers, or promotions are subject to the terms and conditions of the offer and may not be combined unless explicitly stated.

2.4. **Age Requirements:** Unless otherwise specified, our adult classes are for individuals aged 18 and above.

### 3. Cancellations and Refunds

3.1. **Studio Cancellations:** If a class or workshop is cancelled by IDEA Design Hub CIC due to unforeseen circumstances, you will be offered an alternative class, workshop, or a full refund.

3.2. **Participant Cancellations:** If you wish to cancel your booking, you must notify us in writing ([info@ideaproject.design](mailto:info@ideaproject.design)) at least 7 days before the start of the class to receive a

full refund. Cancellations made less than 7 days in advance will not be eligible for a refund, but you may write to us to arrange another make-up class.

3.3. **Non-attendance:** If you do not attend a class or workshop for any reason, without notifying us beforehand, no refund or credit will be provided.

## 4. Health and Safety

4.1. All participants over the age of 18 are responsible for their own health and safety while attending classes at IDEA Design Hub CIC.

4.2. Any known medical conditions or allergies that may impact on your participation in the class must be disclosed during the booking process or to the instructor before the class begins.

4.3. IDEA Design Hub CIC is not responsible for any injuries sustained during class unless caused by negligence on the part of the studio or its staff.

## 5. Studio Etiquette

5.1. **Respectful Environment:** All participants are expected to behave respectfully towards instructors, fellow participants, and the studio premises.

5.2. **Property Damage:** Participants will be responsible for the cost of any damage to studio equipment or property caused by their actions.

5.3. **Cleanliness:** Please ensure your workspace is tidy and clean after class. IDEA Design Hub CIC provides materials and supplies, but participants are expected to use them responsibly.

## 6. Materials and Supplies

6.1. Unless otherwise stated, basic materials for the class or workshop will be provided by IDEA Design Hub CIC. Participants may be required to bring specific materials for some workshops; this will be communicated in advance.

6.2. Participants may purchase additional materials or use their own. IDEA Design Hub CIC is not responsible for any damage to personal materials or art supplies brought into the studio.

## **7. Intellectual Property**

7.1. All work created by participants during a class remains their intellectual property.

7.2. IDEA Design Hub CIC reserves the right to photograph participants and their artwork during classes for promotional purposes based on your consent on the booking system, this includes sharing them on social media and/or our website.

7.3. Any class content, including lesson plans, videos, and handouts, is the intellectual property of IDEA Design Hub CIC and may not be reproduced, distributed, or sold without permission.

## **8. Liability**

8.1. IDEA Design Hub CIC and its instructors are not liable for any loss or damage to personal belongings during classes or workshops.

8.2. By attending any class or workshop, participants agree to release IDEA Design Hub CIC and its staff from any claims or liabilities arising from their participation in the studio's activities.

## **9. Data Protection**

9.1. Any personal information provided during the booking process will be treated in accordance with the UK General Data Protection Regulation (GDPR). Your data will not be shared with third parties without your consent.

9.2. Participants may receive email communications related to their class or workshop, including reminders and updates. If you wish to unsubscribe from marketing emails, you can do so at any time by sending us an email.

## **10. Complaints and Disputes**

10.1. If you have any concerns or complaints regarding your experience at IDEA Design Hub CIC, please contact us directly at [info@ideaproject.design](mailto:info@ideaproject.design). We aim to resolve any issues promptly and fairly.

10.2. Any disputes that cannot be resolved amicably will be subject to the laws of England and Wales.

