

TERMS AND CONDITIONS INDIVIDUAL MUSIC TUITION

Fees are to be paid directly to the music teacher. Charges for lessons are made in advance and must be paid by the set date ie. one week before the start of term. Lessons will not start until payment has been made in full. Existing pupils may lose their place in the timetable if payment is late. For new pupils lessons will begin only after receipt of payment and the signed copy of the Terms and Conditions.

Lessons Missed through a pupil's non-attendance (illness or if a pupil forgets to attend their lesson) will be charged for, unless by necessity of a school event such as academic examinations or a trip printed in the School Calendar. In such an event every effort will be made by the teacher to re-schedule these lessons. Where a school event has not been printed in the School Calendar, efforts to re-schedule the lessons will only be made if parents give 2 weeks notice in writing to the music teacher.

Notice to Discontinue Lessons must be given in writing directly to the music teacher and Bursar not later than the first day of any term to take effect at the end of that term. An exception will be made for new students who may give half a term's notice which must be received by half term. This applies in the first term only. Failure to give such notice will render the pupil's parents liable for fees in lieu for a further term.

Please note that not ticking the extra activities sheet does not constitute notice to the teacher.

Pupils are charged for thirty lessons per year. Due to differing lengths of term, this may sometimes mean only nine lessons in one term and eleven in another. If for any reason the teacher has to miss a lesson, the lesson will be made up at another time, or where this is not possible the final term's bill will be amended.

Scheduling extra music lessons - It remains difficult to schedule individual music lessons without impinging upon the regular curriculum. When allocating the lessons, Year 6 pupils have precedence, as they will be sitting their external exams in the Autumn Term or at the beginning of the Spring Term. The remaining lessons will be allocated, wherever possible, to avoid any conflict with the core curriculum subjects of English, Mathematics and Science. Individual music lessons are rotated termly so that the same classroom lesson is not missed throughout the academic year, to be fair to all pupils. Where pupils miss lesson time the teacher/s involved endeavour to ensure that any work missed is 'caught up'. It is essential that pupils have a piano or keyboard at home and practice between each lesson to ensure progress is made. This also applies to all other music lessons, where it is also essential that pupils practice between each lesson to ensure progress is made.

Years 1, 2 and 3 will be collected from their classroom for music lessons. It is the responsibility of pupils in other years to make their own way to the music lessons at the correct time.



I/We agree to the above terms and conditions

Pupils Name:

Signature of Parent Date:

Name Printed

Address:

..... Postcode:

8th September 2011