**MUSIC TUITION**TERMS AND CONDITIONS 2022/23

**FINANCIAL CONDITIONS**

**TO BE RETAINED FOR FUTURE REFERENCE**

* The cost of lessons is **£100 per term.**
* Students will receive a minimum of 30 lessons in any one academic year. If your child is absent or forgets to attend, no refunds can be made as staff still need to be paid. If a teacher is unable to attend they will usually still manage to fit in 30 lessons per year.
* Music tuition must be paid for in advance, with payments to be made in full by the end of the half terms in October, February and May.
* Refunds for student absence, usually due to long-term illness or injury, can **only** be made if parents inform the Head of Music in writing.
* All music teachers and their hours are booked in advance. This is based on the number of students taking lessons.
* If you wish your child to stop the tuition a **half term’s notice is required**. Please inform the Head of Music and the Finance Department if you wish to terminate lessons. **Verbal cancellation of tuition will not be accepted.** If you don’t provide necessary notice you will still be charged for lessons.

**MUSIC DEPARTMENT CONDITIONS**

* Learning to play a musical instrument is a long-term process, which involves building skills over time. We therefore, need you and your child to commit to this process. Please encourage your child to work through any difficulties rather than allowing them to give up.
* Lessons are arranged by the Head of Music on a rotation basis. A timetable is produced and posted on the noticeboard outside of A1 in the Athens block.
* Teachers will provide a written report on progress once per year, in the summer term.
* Students are expected to attend punctually and regularly. It is the student’s responsibility to check the timetable (also to double-check on the morning of the lesson). Any problems with the lesson times must be reported to the Head of Music no later than the day before the lesson. Lessons missed through a teacher’s absence will be made up where possible.
* Students are required to practise regularly in order for progress to be made.
* Our music practice rooms are available for students who wish to store instruments when in school. However, it is highly recommended that you provide a sturdy case for the instrument to ensure its safety. Please ensure instruments are clearly labelled.

Please return this response form to Mrs Holden

**2022/23 MUSIC TUITION CONTRACT**

Student Name:

Tutor group:

Instrument(s):

[ ]  I agree to all the terms and conditions 2022/23 as enclosed.

Parent / Carer Signature:

Date:

*If, at any time, you should require special arrangements to be made when visiting the school and/or in order to participate fully in supporting your child at school (e.g. an accessible venue for meetings, if you are a wheelchair user, assistance with translation of documents or enlarged copies of communications etc.), please do not hesitate to let us know.*