

TERMS AND CONDITIONS OF MUSIC TUITION:

- All efforts will be made to fit students into lesson preferences indicated above, but this will depend on demand – The Head of Music will contact you if your lesson type and/or instrument preference is not available.
- If the student does not adhere to these Terms and Conditions, or music fees are not paid by due dates, lessons may be discontinued at the discretion of the Head of Music.
- As the student becomes more proficient, he/she will be required to participate in appropriate school ensembles
- Additional lessons may be negotiated between individual teachers and parents but this arrangement must be confirmed in writing to the Music School prior to the commencement of extra lessons.

Missed Lessons

- Lessons missed due to School arranged excursions or activities will not be charged.
- Lessons missed due to voluntary withdrawal from School or any other reasons will be charged.
- In the case of prolonged illness, special arrangements should be made with the Music School.
- The instrumental teacher will notify parents if their child has missed two consecutive lessons for unexplained reasons.

Music Tuition Fees

- Music Fees will be invoiced in February and July; they are billed & payable separately to school tuition fees.
- Fees are charged for each of two semesters, and must be paid within 30 days or by the advised due date.
- Pro-rata adjustments will be made if a student commences tuition in the middle of a term.
- Music fees are non-refundable for unused lessons, except in special circumstances, such as extended absence or illness, upon provision of appropriate supporting evidence such credit is at the discretion of the Business Manager.

Termination of Lessons

If lessons are to be discontinued by the student, the parent must give **written notice** to the Head of Music; otherwise an additional Term's fees will be payable. Notification must be received as follows:

To Discontinue Music Tuition at the start of:

- ❖ Notice must be received by 3 March 2023
- ❖ Notice must be received by 28 July 2023

If a student has withdrawn from the School, music fees for unused lessons will only be credited at the discretion of the Business Manager, if sufficient written notification was received by the Head of Music, as specified under 'Termination of Lessons' above.