

Terms and Conditions for Parents & Carers

The terms and conditions stated below govern the use of *Making Musicians* school services.

Before enrolment commences you should carefully review and sign the following agreement. We provide our services to you only on the condition that you accept all of the Terms and Conditions stated in this agreement.

Lateness will not be tolerated and classes will not run over the scheduled time. Students must be ready to enter class on time.

All students should be collected promptly at the completion of their lesson/class.

If you cannot make a lesson please contact the teacher in advance. Lessons or classes cannot be compensated for absences and/or missed lessons that occur because students have conflicts, traveling out of town or illness. This policy is to support the continuation of the music school. If there is a serious, unforeseen circumstance for absence then this is negotiable.

If a tutor cannot attend your scheduled lesson a makeup lesson will need to be arranged between yourself and the tutor. One Saturday at the end of the term will be dedicated to makeup lessons that cannot be arranged during the term.

Time slots are locked in for the entire year and cannot be changed on a term-by-term basis. If an early/more convenient space becomes available the tutor or director may offer it to you. If an unforeseen issue arises with your timeslot please discuss this with your tutor as soon as possible.

A replacement space cannot always be guaranteed.

Fees must be paid for by Week 2 of each term. Failure to do so will result in a 10% late fee. Continuous late fees will result in discontinued lessons. Fees must be paid regardless of attendance.

Patrons must agree to pay the amount of all owing invoices for classes taken or agreed to take as per these terms and conditions. Failure to honour payment will result in debt recovery proceedings at your expense.

Enrolment is ongoing unless *Making Musicians* is notified in writing (email is sufficient) with a minimum of 2 weeks notice. If cancelling mid term a cancellation fee to the amount of 2 weeks lessons will need to be paid.

A "Class lesson" is classified as tuition of 3-8 pupils by one teacher. Class lessons are 45 minutes in duration.

A "Shared Private Lesson" is tuition of two pupils by one teacher. Shared Private lessons are 30 minutes in duration.

A "Private Lesson" is tuition of one pupil by one teacher. Private lessons are 30 minutes long in duration, unless student has reached a higher-grade level.

PLEASE NOTE: If a class falls in numbers to 1 student then it is no longer a 45 minute class lesson. The student will either be placed into another class at the same level or will continue their tuition as a private student.

A parent or guardian must accompany a child during group classes to ensure that progress and assistance is

available.

A parent or guardian must always accompany children up to age 6 during their lessons

A parent or guardian does not need to accompany children from ages 7 years +

If you wish to discuss anything in regards to your child's learning or progress then please do so during your child's scheduled lesson time or by appointment.

Siblings of students are not to be left unsupervised at the school at any time.

No responsibility will be taken for any lost items or injuries whilst at the school.

We take pride in our school's instruments, furniture and surrounds. We would appreciate it if those attending the school showed respect and care towards our instruments, grounds and buildings. Students and family members who are present and waiting during lessons must do so in a respectful and quiet manner. This will allow our students to focus and meet their full potential during their lessons.

Please park in car spaces provided. It is the Parish's policy that we do not park on the grass or garden areas.

The classrooms, grounds and car park are strictly a NO-smoking zone.

Making Music reserves the right to dismiss any students due to frequent absences, disciplinary problems, overdue tuition payments and/or parental noncompliance.

PHOTOGRAPHY CONSENT:

At times *Making Musicians* may take photos of students during lesson times, concerts or eisteddfods. If you do not wish your child to be photographed or have your child's photograph put on social media please do NOT sign the consent form below.

I _____ consent that my child/children _____ CAN be photographed by *Making Musicians* and have photographs posted onto social media.

Signed _____ Date _____

Student enrolment information

Student's full name _____ DOB _____

1. Parent's full name _____ Ph. _____

2. Parent's full name _____ Ph. _____

Email _____