

## **The Terms and Conditions upon which instrumental tuition is made available**

- 1. A guaranteed minimum of 35 lessons per year will be provided.**
- 2. Lessons will last for a minimum of 20 and a maximum of 30 minutes being taught either individually or in pairs.**
- 3. Lessons will be taught during the school day and subject to availability, before and after school will be an option where possible.**
- 4. In return, pupils will be expected to maintain regular practice and where suitable, advance through the grades if appropriate. In conjunction with this, we would expect commitment to partake in school ensembles as part of their development and a willingness to partake in concerts and productions.**
- 5. Payment terms: fees will be made payable termly and paid in advance to the tutor. Any non-payment will result in lessons ceasing with immediate effect, until such time as the outstanding fees are paid.**
- 6. Parents will ensure that they provide an up to date email address and phone number. Tutors will deal directly with parents and communicate timetables, invoices etc before the term starts.**
- 7. Pupils will be expected to attend all lessons. Cancellation must be made at least 24 hours prior to a lesson for the lesson to be rescheduled. No refunds will be given for missed lessons. Any lessons left untaught due to the fault of the tutor will be carried forward to the next term where necessary.**
- 8. A half term's notice is required to cancel lessons and this must be done in writing/email directly to the tutor.**
- 9. All music tutors maintain a high level of professionalism, leading by example, focussing on positive teaching, building confidence and encouraging creativity.**
- 10. Regular child protection training and DBS checks are mandatory.**