

## Terms and Conditions

These terms and conditions form the basis of the contract between the Grand School of Music and parents/carers. Parents/carers are subject to and agree to be bound by these terms and conditions. The Grand School of Music (hereafter referred to as GSM) reserves the right to vary these terms and conditions at any time and without notice. Any determination made by the Directors arising from the terms and conditions shall be final.

### 1. **LESSONS**

GSM provides lessons throughout the year with sessions usually provided on a weekly basis. Times are scheduled with the GSM office and every effort will be made to accommodate the parents/carers preferences.

### 2. **FEES**

- GSM charges \$38 for a 30-minute lesson, \$55 for 45 minutes, \$70 for an hour and \$90 for 90 minutes. GSM will invoice for upcoming instrumental lessons at the start of each month. Any equipment or music previously supplied by GSM will also be included on this invoice. A 5% discount will be granted for those families with 2 or more students.  
- Failure to make payment by the published due date will lead to the withdrawal of tuition. In the event of financial difficulty, GSM should be contacted immediately to arrange a payment plan or to discuss other available options.

### 3. **TEACHING**

Teaching is given on an individual basis. GSM guarantees the highest quality tuition, providing well qualified, experienced and specialist teachers. Any concerns regarding teachers or tuition should be raised with the Directors.

### 4. **COMMENCEMENT**

Lessons will begin as soon as possible following receipt of a completed enrollment form. Trial lessons/sessions may be offered at our discretion and are free of charge.

### 5. **MINIMUM COMMITMENT**

The minimum commitment and charge for lessons is until the end of the month in which attendance begins.

### 6. **SUPERVISION**

GSM only accepts responsibility for pupils during actual lesson time. At all other times, responsibility lies with the parents/carers. Parents/carers agree to supervise students whilst on GSM property and students are forbidden from climbing or playing on any part of GSM property.

### 7. **INSTRUMENTS/ACCESSORIES**

Parents/carers agree to provide an instrument for practice. Sheet music will occasionally be provided by GSM. The cost of these items plus any other applicable fees (e.g. ABRSM examination dues, accompaniment fees etc.) will be added to the upcoming invoice.

### 8. **LIABILITY**

GSM does not accept liability for loss or damage to pupil's instruments/personal possessions or any personal injuries incurred whilst on the premises. Parents/carers should arrange appropriate insurance for the student's instrument.

### 9. **BEHAVIOR**

Pupils are expected to behave in a responsible and courteous manner at all times, to attend lessons regularly and to practice between lessons. Poor attendance, failure to practice or disruptive behavior by either the pupil or by the parent/carer may result in tuition being withdrawn. No refunds will be given in such circumstances.

### 10. **ABRSM EXAMINATIONS**

Examination entries are submitted by the instrumental teacher with the consent of the parent/carer. Responsibility for the notification of results lies with the teacher. GSM may provide an accompanist for an additional fee.

### 11. **ABSENCES AND MAKEUP LESSONS**

- Lesson absences will not be credited for: sports (practices or games), parties, doctors' appointments, transportation issues, or social / other events.

- In exceptional circumstances, where notice is given by the final day of the previous month (**before** your invoice is sent), and approved at the sole discretion of the GSM directors – parents/students will not be charged for a lesson absence. Rescheduling a lesson may be possible although parents should be aware that availability is very limited.

Examples may include: Recitals, Orchestral Concerts, high-profile Sporting Events, Special Religious Occasions etc.

- We will credit up to 2 missed lessons per year (September-September) due to illness. We reserve the right to require a scanned copy of a doctors' note to [info@grandschoolofmusic.com](mailto:info@grandschoolofmusic.com) within three days of any further absences.
- GSM will not accommodate any changes or occasional time swaps to your original agreed up on lesson day and time slot. Permanent time slot changes will be considered where available.
- Lessons will be credited for any teacher absences when an appropriate cover teacher or makeup time slot cannot be found.

**12. WEATHER**

During periods of bad weather students will be notified via email and/or text message of GSM's open/closed status. Lessons will be credited or made up as possible.

**13. WITHDRAWAL**

Lessons will continue month on month and year on year until appropriate written notice of withdrawal is received. Notice must be given one month in advance and be sent via e-mail to [info@grandschoolofmusic.com](mailto:info@grandschoolofmusic.com). Parents will be expected to pay for any scheduled lessons during the notice period.