

## **Terms and Conditions**

*Parents and pupils are subject to all the terms and conditions laid out here. Michael Hall reserves the right to vary these Terms and Conditions without prior notification.*

### **Practice**

The school facilitates pupils having instrumental lessons during the school day in order to actively support their musical growth and personal development. The school therefore insists that pupils demonstrate their commitment to learning an instrument through regular practice.

If little to no practice is managed between lessons, the instrumental teacher may advise that the lessons they have been contracted to teach are discontinued. Whilst this would happen following consultation with the Instrumental Coordinator and the Music Teachers, each individual instrumental teacher reserves the right to discontinue lessons should they feel that it is in the best interests of the pupil or student.

### **Missed lessons**

If an instrumental teacher misses a lesson, the lesson will be rescheduled. Where this is not possible, the teacher will credit the lesson in the next invoice.

If a lesson is missed due to child absence, then the lesson will be charged for unless notice has been given to both the instrumental teacher and the Instrumental Tuition Coordinator by 6pm the evening before the lesson.

Please note, if a pupil or student is absent from school on the day of a scheduled instrumental lesson then the pupil or student will be considered absent from the lesson. Should the pupil or student then arrive for their scheduled instrumental lesson, they will be asked to return home.

If a pupil or student suffers a long-term illness or injury, please inform the instrumental teacher and the Instrumental Tuition Coordinator in writing. A doctor's confirmation letter may be required. Either a credit (for a continuing pupil) or a refund will then be arranged.

*Please note there may be occasional timetabling changes to accommodate the professional commitments of instrumental teachers.*

### **Permanent withdrawal from lessons**

To withdraw your child from music lessons, a minimum of half a term's notice must be given in writing by the parent/guardian to the Instrumental Tuition Coordinator **by the half-term or by the end-of-term prior to the termination of lessons.**

Please note that a failure to abide by these Terms and Conditions will result in the discontinuation of instrumental lessons at school.