



terms and conditions ukulele

Musicworks will provide tuition subject to the following terms and conditions:

- 1 Lessons will be given on the school's premises at the invitation of the head and/or the governors at times agreed with the school.
- 2 Lessons will be taught in groups of up to 8 for 30 minutes. If the number of children wishing to take lessons falls below 5, the length of the lesson will be reduced as follows: 4 children, 25 minutes; 3 children, 20 mins. If the numbers drop below 3 Musicworks reserves the right to stop the lessons and refund any fees paid in advance.
- 3 It may be necessary to give lessons at times when the pupil is normally engaged in lessons which form part of the school curriculum. A pupil will only be removed from a lesson forming part of the school curriculum with the consent of the head.
- 4 Lessons will normally be given on the same day and at the same time each week. However, the parent or guardian accepts that Musicworks may vary the usual arrangements if it is not possible to teach at the usual times because pupils are involved in other activities e.g. school trips, exams, school training days etc.
- 5 Lessons will usually be taught every week during the school academic year. Invoices will be raised each half-term. If lessons are missed because of the absence of the teacher, or school closure, or a school trip, a credit to the value of the missed lesson(s) will be given. No credits will be given for pupil holidays or pupil illness except in exceptional circumstances.
- 6 If the usual teacher is absent, Musicworks will take reasonable steps to provide the services of a replacement teacher, although no guarantees as to the availability of such a teacher can be given.
- 7 Fees must be paid by a cheque, online banking payment, or over the phone, in advance, for each period of tuition, usually half a term.
- 8 Tuition will only commence after payment in advance for the first period of tuition has been received.
- 9 The right to make administration charges for handling dishonoured cheques or when an account is in arrears is reserved.
- 10 The agreed initial period of tuition and payment of fees for that tuition is four lessons. After that, tuition may be discontinued by giving notice at the end of a half-term by letter, telephone or email **to our office, not the pupil's teacher**. Failure to give notice may leave your account liable for charges for lessons which your child did not attend. Please be aware that we reserve the right to recover debts by all legal means.
- 11 The right to vary these terms and conditions giving reasonable notice to the parent or guardian is reserved.