

# Piano Tuition Policy



## **School Term Lesson Timetable**

Lessons will be run in line with with the Bedfordshire school term dates. Dates are detailed below and will continue to keep you updated and reminded of the holidays.

Lessons may be offered through the holidays, but these will be booked separately to term time lessons and may be limited in availability.

[https://m.box.com/shared\\_item/https%3A%2F%2Fcentralbedfordshire.app.box.com%2Fs%2Ffoaztjvn5q12lpvez69v8spnt0mv7aaf](https://m.box.com/shared_item/https%3A%2F%2Fcentralbedfordshire.app.box.com%2Fs%2Ffoaztjvn5q12lpvez69v8spnt0mv7aaf)

## **Cancellation policy**

Notification of cancelling a lesson will need to be made 24 hours in advance of the scheduled lesson time, otherwise full payment for the lesson will be required. In the event of sudden illness, we will attempt to re-schedule the lesson when the student feels well enough.

In the event of wishing to terminate piano lessons, a one month notice period is required.

## **Lessons Missed By the Teacher**

Any lessons missed by the teacher will be rearranged. If this isn't possible during the term time, the missed lessons will be credited or refunded.

## **Extraordinary Circumstances**

In the event of extraordinary circumstances relating to either students, parents, guardians

or the teacher, the cancellation policy will not automatically apply. In these instances a case by case review will be undertaken to ensure fair treatment of all parties.

## **Lesson Cost**

The standard fee for lessons is £16.50 per 30 minute weekly lesson. Lessons are to be paid for in advance blocks of either termly or half termly. The lesson cost does not include examination entry or method/repertoire/theory books which are required for lessons. The need for new material will always be discussed with parents (in the case of lessons for children) well in advance of the material being required for lessons.

## **My Music Staff**

The studio holds a subscription with My Music Staff to manage the finances surrounding lessons, invoices/receipts will be issued from this system. The system also allows communication directly with the teacher regarding practice time and any issues which may arise between lessons. Parents will have full visibility of the communications where the students chose to contact the teacher themselves. There is also an area where additional resources can be accessed including additional repertoire and activities for the students to look at between lessons.