

## FOR MUSIC TUITION – Jonathan Paul

### Section 1 – Student Details

Student Name: .....

School: ..... Year Group: .....

Parent/Guardian Name: .....

Address: .....

.....

Postcode: ..... Email: .....

Home Telephone: ..... Mobile: .....

### Section 2 – Tuition Options

Instrument: Piano / Keyboards (Y1-5 only) *(please circle)*

Please tick one of following half term payments:

Group lesson @ £37 per term  £21 per half-term

15 min Individual lesson @ £65 per term  £35 per half term

20 min Individual lesson @ £85 per term  £45per half term

30 min Individual lesson @ £125 per term  £65 per half term

### Section 3 – Payment

I enclose a cheque for £..... being payment for the remainder of the Spring Term

### Section 4 – Declaration

I have read and agree to the Terms and Conditions (attached).

Signed: ..... Date: .....

Parent/Guardian of *(print name)*: .....



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rd term (5 lessons in each half term). This allows for weeks when lessons cannot be held due to school trips/events, teacher illness and SATS week. If, at the end of the 10 weeks, it is possible to hold additional lessons until the end of term then the parent/guardian will be informed and given the option to pay for these additional lessons.

Each lesson will take place within the school day, although they may occasionally be after school, and wherever possible scheduled to avoid other key curriculum lessons.

New pupils can only be added onto an existing register at the beginning of a half or full term.

#### **Group Lessons**

Group lessons will be arranged according to the number of pupils and availability as follows:

2 Pupils – 15 mins

3 Pupils – 20 mins

4 Pupils – 25 mins

Should a group lesson be requested but there is no suitable grouping then the parent/guardian will be contacted to discuss alternative options.

#### **Tuition Fees, Billing and Other Charges**

Parents/Guardians will be invoiced termly (in advance) in July, December and March. Payment must be received within 14 days from the date of invoice. If payment has not been received on, or prior, to the first lesson of the term/half term, then lessons will not commence until payment has been received.

Payments can change between half-termly and termly intervals, but these can only be done at the beginning of a full term.

Additional fees for examinations etc will be invoiced as they are incurred.

All cheques should be made payable to "Jonathan Paul" with the student name and invoice number written on the reverse of the cheque.

Debit/Credit card payments will not be accepted at present, but you will be kept informed if this method is applicable in the future.

No refund can be given if the pupil decides to give up lessons part-way through any period that has already been paid for.

#### **Cancelled and Missed Lessons**

Lessons cancelled by the tutor for any reason will be made up.

Lessons cancelled by the school for any reason will be made up providing there are enough weeks in the term/half term.

Lessons missed for any other reason cannot be rescheduled and there will be no refund eg, if the pupil is off sick, or if the pupil has forgotten their instrument.

A decision by the pupil or parent/guardian to discontinue lessons should give notice in writing prior to the due date of the next invoice.

If a student does not arrive on time for a lesson I will collect the pupil from their classroom. However, any time lost due to pupil lateness will not be made up due to the knock-on effect of other scheduled lessons.

#### **General Information**

Parents/Guardians are responsible for the purchase and insurance of the pupil's instrument. I can assist with the hire or purchase of instruments. For further details please contact me.

Parents/Guardians are required to purchase all music books, although I will provide a practice journal free of charge which assists with their lessons and will contain important information and homework.

Termly reports will also be given to the pupil in the final lesson of completion of a full term's tuition.

#### **Contact Details**

Address: 6 Honeysuckle Court, Peterborough, PE2 9JT

Tel: 01733 555282 / 07725 558873

E-Mail: [jpaul1973@hotmail.co.uk](mailto:jpaul1973@hotmail.co.uk)