



## **Chalkhill Primary School – Instrumental Music Lessons**

### **Terms and Conditions.**

Chalkhill Primary School work in partnership with Brent Music School (BMS) to offer and deliver our pupils instrumental music tuition throughout the academic year.

#### **Scheduled Teaching Weeks and Delivery:**

- BMS operates and delivers music services in line with Brent Community School term dates. These dates are readily available from the Brent Council website.
- BMS Tutors are contracted to teach 33 lessons during the whole academic year.
- When a scheduled session cannot be delivered because the BMS tutor is absent, the BMS tutor will work with your school to re-arrange the session for later in the term, or later in the academic year. If it is not possible to re-arrange the session by the end of the academic year, a full refund will be given for lessons not received due to the BMS tutor being absent (BMS Terms and Conditions.)
- Should your school be closed at short notice due to adverse weather conditions, for other health or safety reasons such as a heating system or utilities failure or for some other reason that is not within your school's practical control, the BMS Tutor will endeavour to re-arrange the teaching slot for later in the same term or later in the same academic year (BMS Terms and Conditions.)
- When your child starts their instrumental music lessons, they must have an instrument to bring to their lessons and to practice with at home. Information on how to rent an instrument from BMS can be requested from the school. Please contact the school for advice on renting or buying an instrument for your child.

#### **Price and Payment Arrangements:**

- Music tuition provided is based on a termly basis with a total of 33 lessons taught throughout the academic year.
- The price of music lessons is £55 per term (11 lessons per term) to be paid at the beginning of each term. This works out at £5 per lesson. BMS and Chalkhill Primary School will provide further subsidy to children who qualify for free school meals.
- If your child starts at the beginning of the academic year, there is the option to pay the tuition fee for the whole year, a total of £165 up front.
- Payments are set up and made via the SchoolMoney website.
- Your child will not be able to start their lessons until payment has been received.

#### **Refunds and Cancellations:**

- If you wish to cancel your music tuition contract, you must give Chalkhill Primary School at least 4 lessons' notice in writing. Written notification can be given by letter or email to the school office.
- Chalkhill Primary School is under no obligation to provide a refund in the event of child absence or failure to attend a lesson, for example due to sickness, holidays, medical appointments, weddings, funerals, other family gatherings or excessive traffic.
- If your child misses a lesson because the school has chosen to prioritise another activity e.g INSET, school trip or visit or sports day and the lesson cannot be rearranged, a full refund for lessons missed will be given.
- Chalkhill Primary School is under no obligation to provide a refund of lessons missed due to late payments for the lessons.

#### **Feedback and Raising Issues**

- Any issues regarding music tuition provided by BMS or contract arrangements with Chalkhill Primary School, should be communicated by email to the school office within 10 working days.