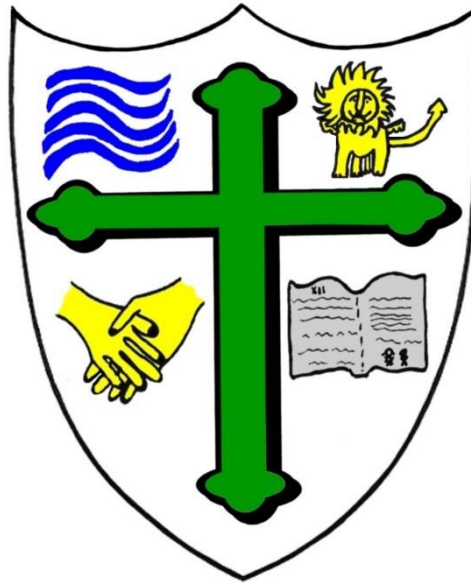


# Highcliffe St Mark Primary School



## Music Lesson Terms and Conditions

Reviewed (date)	July 2025
Reviewed by (name)	Claire Barker
Approved by Governors (if applicable)	
Review due (date)	July 2026

## **Terms and Conditions for School Music Lessons**

### **1. Booking and Payment**

- All music lessons must be paid for **in advance** to secure a child's place.
- Payment should be made for the full half term (or as otherwise agreed in writing) before lessons commence.
- Unpaid places will not be held and may be offered to other students.
- Half a terms notice is required if your child wishes to stop lessons.

### **2. Lesson Schedule**

- Small group and individual lessons are scheduled during school hours and will be coordinated with the school timetable where possible.
- Parents and carers will be informed of the schedule at the start of each term and updated if there are any schedule changes.

### **3. Missed Lessons and Refunds**

- If a lesson is missed due to a school trip, school-organised event, or teacher illness, the cost of the lesson will be refunded or credited towards the following term.
- If a lesson is missed due to a child forgetting to attend or being absent due to illness, we regret that no refund or credit can be offered.
- Missed lessons are not transferable or redeemable outside the agreed schedule unless otherwise arranged.

### **4. Communication**

- Parents and carers are encouraged to keep contact details up to date to ensure timely communication regarding lesson schedules and any changes.
- Any changes to a child's availability should be communicated as early as possible but cannot guarantee a change or refund.

### **5. Behaviour and Participation**

- Children are expected to participate fully in lessons and behave respectfully towards the music teacher and fellow students.
- Children should continue to demonstrate being Ready, Respectful and Safe and will be reminded to do so. Our Relationship and Behaviour Policy continues to apply during music lessons.

### **6. Instruments and Materials**

- Parents/carers are responsible for ensuring their child brings any required instrument or materials to each lesson, unless otherwise provided by the school or teacher.
- Music teachers may require parents/carers to purchase music book/s to help their child practise at home.