

## Terms and Conditions 2021

### Piano, Brass, Woodwind

Tutor's Name: Michael Watkin

- 1) Lessons will be charged at the rate of \$35 per half hour lesson, usually one per week.
- 2) Payment is to be made directly to Mr Watkin by Direct Deposit or Cheque. Please make any cheques out to Michael Watkin and do not send cash.
- 3) For new students, payment is required prior to the commencement of lessons.
- 4) For existing students, payment is either required on the first lesson of the month, for the whole of the current month; or on the first day of term for the entire term
- 5) Failure to pay by the required date will result in the cancellation of lessons. No further lessons will be available until payment has been made.
- 6) If your child decides not to continue with tuition, no refund is available for the weeks paid previously.
- 7) One month notice of withdrawal from the program is required.
- 8) 24 hours notice (before 12 pm the day prior to a lesson) is required for absences. Please contact Mr. Watkin directly to advise of any absence.
- 9) Mr. Watkin can be contacted by phone on 4625 1644 or by email at enquiries@watkinmusic.com.
- 10) All weeks in a month (except Holiday weeks) or Term are to be paid. There should be no deductions for weeks where a student may be away. A make up lesson can be organised during the next week if the required amount of notice has been given and a space is available. Credit is not issued for missed lessons.
- 11) It is the responsibility of the student to notify Mr. Watkin that they will not be attending their lesson. This includes an absence due to:
  - i) exams
  - ii) excursions
  - iii) detentions
  - iv) school events

Failure to notify Mr. Watkin will result in the full lesson fee being charged.

- 12) Every effort will be made to adjust the timetable for any school events which clash with lesson times and these timetable changes will be reflected on the website, the notice board (Music Staff Room) and the Daily Notices.
- 13) It is the responsibility of the student to be punctual for the lesson.
- 14) To assist the students interested in undertaking tuition, certain instruments may be hired through the school, please check with the College regarding availability and cost.