

### **Terms and conditions**

All Camden Music staff are suitably qualified and have enhanced DBS clearance.

Payment for lessons must be made in advance and lessons can only begin once a payment is received. You may pay in two instalments in which case you must pay the second instalment by half term.

We aim to offer ten lessons per school term. Please note that most terms have more than 10 weeks. In the event of us not being able to offer ten lessons we will credit your account or make a refund for lessons missed.

If the instrumental tutor is absent we will try to find a suitably qualified temporary replacement. If this is not possible and your child does not receive the number of lessons paid for that term, you will be reimbursed automatically after the end of the term.

In the event of a pupil not attending a lesson for any reason the tutor will make up the lesson provided written notice has been given to both the tutor and to the Music Service three weeks before the missed lesson. If this is not possible, the cost of the missed lesson will be credited to your account. Lessons missed without three weeks' notice will not be made up and no refunds will be made.

Camden Music and/or the school will monitor the attendance and progress of pupils receiving free or subsidised lessons, and subsidy may be withdrawn if attendance is unsatisfactory.

If you wish to cancel tuition we require at least half a term's notice.