

# ***Harrogate Music School***

## **Terms: The Conditions of Membership**

- Students will usually be expected to provide their own instruments through the various schemes of loan, hire or private ownership. Ask us about our own cost-effective instrument hire and advice on buying instruments.
- Payment for tuition is due in advance; parents or students will be billed by email for the full term's lessons before the start of each term.

(Autumn Term August; Spring Term December; Summer Term March).

- If a student misses an individual lesson, the fee for that lesson will still be charged unless at least 24 hours advanced notice of absence has been given to the teacher. A cancelled lesson due to teacher absence will either be credited to the following term or re-arranged for later in the term. It is therefore advisable to ensure that both you and the teacher have each other's contact details.
- If a student misses an ensemble session, the fee for that lesson will still be charged. A cancelled ensemble rehearsal due to teacher absence will either be credited to the following term or re-arranged for later in the term. It is therefore advisable to ensure that both you and the teacher have each other's contact details.
- Please make direct contact with the instrumental teacher in the event of needing to miss or reschedule a lesson.
- The Music School is usually open during school term time only. It may be possible to arrange lessons outside the school term in special circumstances, but it is likely that these lessons will be given remotely by Zoom or a similar app, in

which case additional parental consent and support may be required depending on the age of the student.

- Payment by bank transfer is preferred. However, cheques should be made payable to Andy Kemp (with the student's name on the reverse) and mailed to Mr. Kemp at the Music School address, 27 Leeds Road, Harrogate HG2 8AY. Please avoid having a student hand in the money at school.
- A one-off registration fee of £15 will be added to the first invoice for each new student on joining the music school before tuition commences.
- Neither the Music School nor the Grammar School can be held responsible for any accident, theft or damage that may occur on the premises. Please do not leave any instruments unattended.
- Four lessons notice (or equal pay) in writing to both the teacher and the director of the Music School is required for termination of tuition. This enables us to rearrange teaching schedules and organise new students from waiting lists. However, in the case of a student wanting to stop attending an ensemble activity, no reimbursement can be made.

All fees are reviewed on an annual basis.

Students are requested to make prompt payments when they are invoiced to avoid late payment fees.

Conditions of instrument hire are separate and are agreed to upon hiring an instrument from Harrogate Music School.

*Andy Kemp*  
*Music School Director*

*January 2023*