

Terms and Conditions of Group Lessons 2016

From time to time we will update these regulations and conditions and will always contact you to notify of any changes.

1. How group lessons are organised

Group lessons are taught to small groups of pupils at school. These will usually take place at a lunch time or after school, for up to an hour.

2. How pupils are accepted

Pupils are accepted on a first-come, first-served basis. Each workshop or after school club has a limited number of spaces: any extra children will be placed on a waiting list, so they can join the club in the next half term.

3. The cost of lessons

The costs of workshops vary depending on the time of the lessons and the size of the group. It will be no more than £4 per week per child.

4. Help with paying the fees

Unfortunately our own Income Support Fund only applies to one-to-one lessons. Your school may wish to invest the Pupil Premium to cover group lessons.

5. How to pay for lessons

Payment is sent via cheque through the school. The parents of pupils on the waiting list will not be charged until the start date for lessons is confirmed.

6. What happens if payment is late?

If full payment does not reach us by the date shown on the invoice, the pupil will not be entitled to have lessons until the teacher has been told that payment has been received.

7. If you want to stop lessons

You must contact Student Teaching by half term if you wish lessons to stop at the end of that term. If we do not receive sufficient notice of withdrawal or if a pupil decides to stop part way through a term, there will be no credit or refund of fees already paid.

8. If the teacher misses a lesson

Our workshops generally run in 6-week blocks each half term. For shorter half-terms, Student Teaching will adjust the invoice accordingly. If the teacher is unable to attend a lesson, we will arrange to complete the lesson on a different day.

9. If the pupil misses a lesson

Where lessons have been missed because the pupil has been absent, a refund will not be given except for special reasons such as prolonged illness (greater than half a term). Refunds will not be given because the pupil has been absent due to occasional illness, school trips, examinations, study leave, forgetfulness or similar reasons.

10. Instruments

All instruments will be provided by Student Teaching or by the school for group lessons.

11. Privacy notice

Please read our Data Protection Policy for full details on how we will use your child's progress information to ensure quality lessons are maintained.

Please remember to tell Student Teaching if you move house, change your contact details, or if your child moves school. We aim to provide lessons in the new school but we need to know immediately about the change in order to make the necessary arrangements.