

The Missing Coda Piano Lessons

Terms and Conditions

1) Lesson fees are **payable at the beginning of each half/whole term in advance**. I accept payment by bank transfer, cheque or cash (*please see the other side of this sheet for bank details*). I reserve the right to refuse lessons which have not been paid for or for persistent late payment. Parents / students will receive an invoice which must be paid by the due date otherwise lessons will not be able to continue effective immediately. A reminder email will be sent out if not paid by the deadline and it may be that the student will lose their time slot (*due to an ever increasing waiting list*).

2) Lesson fees **will not be refunded** for illness, missed, or forgotten lessons, or lessons cancelled by student / parent up to 24 hours before the scheduled lesson. Unfortunately catch up lessons **can not be offered**, except in exceptional circumstances. I will endeavour to reschedule any lessons that clash with family events / holidays etc... or that I have had to cancel myself. If I am unable to reschedule a lesson, I will offer a refund for the lesson or move it over into the next term.

3) Any **increase in fees** will be notified via email / text before the start of the new term.

4) Students must have access to a suitable instrument, which is properly maintained (i.e. tuned regularly) or a touch-sensitive electronic keyboard / digital piano on which to practice.

STUDENT'S RESPONSIBILITIES

To bring the correct music with your Missing Coda Practice Diary to each lesson; to respect the piano and the room in which it is kept; to practice regularly as guided by me.

PARENT'S RESPONSIBILITIES

To ensure practicing is done regularly, and to positively encourage practising as advised by myself; to respect my teaching methods and decisions regarding exam entry.

MUSIC & OTHER MATERIALS

To be purchased by the student / parent, as required.

