

# Kids on Key Instrumental Program Conditions



- There are 8 lessons per term and fees are payable in advance. Students will not be allowed to attend lessons if payment is not received by the end of the 2nd week of each term.
- All enrolments are automatically continued from one term to the next and from year to year. If you wish your child to withdraw from the program, written notice is required at least 2 weeks prior to the end of the term. If official notification is not received by this time, you will forfeit your initial holding bond of \$25. (Please note that the holding bond will be credited to a nominated bank account if the required notice is given and bank details are supplied). All students who continue with music lessons until the end of grade 6 will automatically be credited the \$25 holding deposit in their final term of music lessons.
- If your child misses any lessons due to illness or personal leave, you will still be required to pay the full term's tuition. Once the term fees have been paid no refunds will be given.
- All students are entitled to 2 make-up lessons per term if they miss a lesson, regardless of the reason. **In order for make-up lessons to be applicable, parents need to personally inform their child's music teacher via email or text, no later than 8am on the day of the missed lesson.** Parents need to state the reason for their child's absence and also include a make up lesson request at this time. Your child's music teacher will then be in touch with you to arrange a make up lesson time. Advance notice is also required for lessons missed for school reasons ie. swimming, excursions etc. as we are not always informed of all events happening within the school. If advanced notice is not received by this time the lesson will still be charged for and no lesson credits or refunds will be given. The only exception to this is when parents have no prior knowledge of a school event which may prevent their child from attending their music lesson. If this occurs please inform me personally.

All lessons are 30 minutes duration except in the following circumstances:

**a)** When there is only one remaining duo student (normally there are 2) the lesson will become a 20 min private lesson.

**b)** When there are only 2 remaining group students (normally there are 4) the lesson time will be 20 minutes.

- Some schools charge a room usage fee. If this fee applies to your school it will appear on your term invoice and parents only pay part of the room usage fee charged. Please contact the office if you would like to find out which schools this fee applies to. For all new enrolments this fee will be charged from the 2nd term of enrolment.
- Students are required to have their own instrument and bring into school for their weekly lessons. The only exception to this is keyboard and drums students. Both of these instruments are provided for use at school but keyboard and drum students still need their own instruments for home practise.
- In the final lesson of the year all students participate in a concert instead of their regular lesson.

## Online Instrumental Students Additional Requirements

- Access to a device to use for their weekly online lessons – either a computer, laptop or tablet (due to the size of an iPhone this is generally preferred as a back up option only). Minimum internet speed of 10 MBPS.
- If a student's instrument requires tuning this needs to be done prior to the start of the lesson.
- Zoom Video calling software installed (teacher can assist with setting this up).
- A tool, desk or tablet holder so the device is positioned securely.
- Students need to make sure their device is fully charged prior to each lesson.(If a student does not have a charged device make up lessons will not be given).

## Beginner ABC Music Program Conditions (only available at selected schools)

- The Beginner ABC Music program runs for 16 weeks over 2 terms & fees are payable in advance. Students will also not be allowed to attend lessons if payment is not received by the end of the 2nd lesson of term.
- If your child misses any lessons due to illness or personal leave, you will still be required to pay the full term's tuition. Once the term fees have been paid no refunds will be given.
- All students are entitled to 2 make-up lessons per term if they miss a lesson, regardless of the reason. **In order for make-up lessons to be applicable, parents need to personally inform their child's music teacher via email or text, no later than 8am on the day of the missed lesson.** Parents need to state the reason for their child's absence and also include a make up lesson request at this time. Your child's music teacher will then be in touch with you to arrange a make up lesson time. Advance notice is also required for lessons missed for school reasons ie. swimming, excursions etc. as we are not always informed of all events happening within the school. If advanced notice is not received by this time the lesson will still be charged for and no lesson credits or refunds will be given. The only exception to this is when parents have no prior knowledge of a school event which may prevent their child from attending their music lesson. If this occurs please inform me personally.
- All instruments are provided for the abc music program. Children are given an ABC workbook at a cost of \$12 which will be added to your invoice at the start of the program.
- Some schools charge a room usage fee. If this fee applies to your school it will appear on your term invoice and parents only pay part of the room usage fee charged. Please contact the office if you would like to find out which schools this fee applies to.

**Kids on Key**

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