

 **Terms and Conditions**

**Lessons**

The length and frequency of lessons will be scheduled and agreed prior to first lesson.

Lessons will generally be suspended during the recognised holidays of Easter, Summer and Christmas unless it has been agreed between student/parent and teacher prior.

If you know you will need to miss or suspend lessons for whatever reason, please inform Shelley at the beginning of each term/half term.

**Lesson fees**

Lesson fees are reviewed annually to begin from September. If lesson fees rise, then you will be given at least 1 months’ notice.

Fees are £12.50 per half hour or £25 per hour for 121 lessons. For 2 + students the fee is £35 per hour.

There is flexibility allowed for how lesson fees are paid. A bank transfer for each lesson can be paid NO LATER than the day which the lesson takes place on. Lesson fees can also be taken upon arrival of student at lesson time, cash only.

For examination fees, Shelley will notify you of the exam fee and the deadline for this. At exams Shelley Hart charges a flat rate fee of £10. This covers Shelley’s time and costs providing any equipment/props needed and a short suitable session physically/vocally warming up student and operating sound system if necessary.

Accompanist fees– if further accompaniment is required at exams, such as a pianist, Shelley will look at arranging this – all fees for accompanist must be arranged and paid directly and not via Shelley Hart.

**Rescheduling & Cancelling lessons**

If you can’t make it to a lesson and you give a minimum of 24 hours’ notice, your lesson can be rescheduled to another time or cancelled if necessary.

I know illness cannot be helped but lessons which are cancelled with less than 24 hours’ notice will be forfeited, and **the fee will still need to be paid**. This can be paid via a bank transfer or at the following lesson scheduled along with the lesson fee due at that time.

**Covid-19** (A separate document will be sent to outline how I am adapting to stay safe against Covid to continue face to face lessons)

Due to the current climate and unpredictable times we are in, if you or your household or my household must self-isolate then lessons can be arranged to continue online if this is suitable

**Conduct**

Disruptive or abusive behaviour, theft, wilful damage or any other behaviour that puts the safety of others at risk will not be tolerated. Shelley hart reserves the right to terminate lessons at her discretion.

**Use of material**

Any educational material or lesson handouts given to the student are for personal use by the student and should not be copied or distributed, either physically or electronically.

**Please sign to say you have read and understood the T&Cs**

Name of student:

Parent/guardian signature (if student under 18):

Relationship to student if signed above:

Student signature (if student 18+)

Date:

A copy of Shelley Hart’s Terms and Conditions will be emailed, and a signed copy will be kept at the residence of Shelley Hart.