

## Felix Askew-Conti Music

39 Grove Road  
Leighton Buzzard  
Bedfordshire  
LU7 1SF

### FELIX ASKEW-CONTI: GUITAR LESSONS TERMS & CONDITIONS

**Definition of Terms:** "Teacher" refers to Felix Askew-Conti only. "You" refers to the Parent/Guardian of your child, the "Student".

## Payment Policy

In order for lessons to commence, you will need to complete the enrolment form at [www.felixguitar.co.uk/enrol](http://www.felixguitar.co.uk/enrol). You must then set up a direct debit with 'Felix Askew-Conti Music'. You will find 3 paylinks at [www.felixguitar.co.uk/pay](http://www.felixguitar.co.uk/pay) for your desired lesson plan which must all be completed.

Payment will be taken on the dates stated:

Autumn Term:	1st September
Spring Term:	1st November
Summer Term:	1st March

*These dates coincide with cancellation deadlines (read more on cancellation policy below).*

If you wish to start lessons once the term has already commenced, you will in addition need to pay a one off amount for the remainder of the term(s). *e.g. Missing the date of payment; starting half way through the term.*

- Lesson fees subject to annual review.
- Alternative payments may be made by mutual agreement.

## Cancellation Policy

A written notice from the parent/guardian must be given to the teacher by letter or via email. This must be given before the following deadlines:

Autumn Term:	1st November
Spring Term:	1st March
Summer Term:	1st September

If notice is given after the deadline, fees will still be payable for the forthcoming term.

- A refund will not be provided students moving/leaving school without sufficient notice.

**Grace Period:** New students beginning lessons between 1st September - 31st October & 1st January - 28th February will be refunded for the upcoming term if they choose to cancel lessons by the last lesson of Autumn & Spring term respectively.

## Timetables

**Cedars, Manshead, Linslade Middle:** Each lesson time is set weekly by mutual agreement between teacher and student during lessons. If the student is absent, it is their responsibility to check the timetable scheduled by the teacher alone. If a student would like to swap their time with another student after the timetable has been set for the week, it is their responsibility to find and agree the change with the other student themselves.

**Parkfields:** The Head of Music will determine the timetable in advance of the lesson. It is the responsibility of students to check the timetable themselves.

**Greenleas, EBA:** Students will be collected by the teacher or other students.

## Missed Lessons

- Any lessons missed by the student shall be paid for unless otherwise agreed with the teacher. This includes school trips and events, exams, and any unforeseen school closures (such as snow days etc.)
- Any lessons missed by the teacher shall be made up at a later date, or the lessons fee shall be carried forward to pay for a future lesson.

## General

- The teacher will offer to provide and/or change guitar strings for an additional cost if necessary. The student is not obliged to pay this and is welcome to look elsewhere for strings and other goods in general.
- Students will only be entered into examinations when both the student and teacher are in agreement. It is the responsibility of the student to enter themselves for exams.
- The student is responsible for the insurance of their instrument.
- The teacher must be informed of any medical or other condition affecting the student for the sake of the student's wellbeing.
- Regardless of the age of the student, for as long as they undertake guitar lessons at school it is the duty of the parent/guardian to give permission for the teacher to teach the student.
- Please note that although the teacher will make their best efforts to ensure all students improve with satisfactory progress, this cannot be guaranteed. Regular practice is advised by the teacher for the benefit of the student and is paramount to achieve any success on guitar or any other musical instrument.

## Privacy Policy

Your data will be stored for my own individual use for the purposes of invoicing, updating you with information about guitar lessons and any other relevant information.