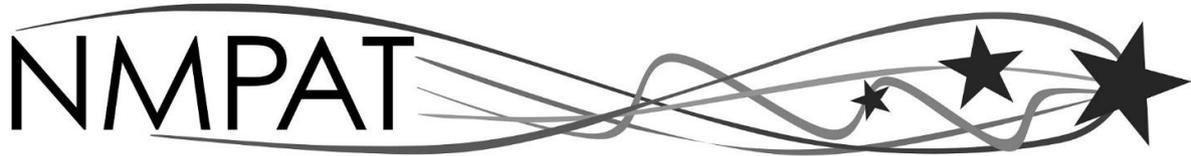


# NMPAT



## Terms & Conditions between NMPAT and parents of children receiving music lessons billed directly by NMPAT

### Our commitment to you and your child

To provide:

- Regular lessons by a suitably qualified teacher with access to up-to-date information about the best ways of playing and enjoying a musical instrument.
- The free loan of an instrument (subject to availability and not including guitars, keyboards and drum kits) particularly in the early stages of study.
- An annual written report and the opportunity to discuss progress with your child's teacher.
- An opportunity to join your local Music and Performing Arts Centre. Supported membership is available to families in financial need, subject to certain criteria.

### Commitment of students

Students will be expected to commit to their learning and play between lessons – remember that the more you play, the better you get! Students should:

- Attend lessons regularly and promptly so that continuity can be maintained.
- Make use of their practice diaries (which are provided by NMPAT) to write down what they should be practicing between lessons and to record when they have practiced.
- Aim to make music every day if you can.
- Always remember to think about posture.
- Listen for a good sound.
- Have fun when you play. That way your personality will shine through your music.

### Commitments of parents

- To ensure your child looks after any instrument provided, as recommended by the teacher, and - particularly for more expensive instruments - to make adequate provision for loss or damage, for example through a musical instrument insurance policy.
- To encourage regular practice (essential for progress) and attendance at school instrumental ensembles and a music centre.
- Students must provide (where appropriate) their own music books, strings and reeds, as advised by the instrumental/vocal teacher.
- To pay any fees promptly when requested at the beginning of each teaching period.

# Terms and Conditions

## Term of Contract

- This Agreement will normally last for an academic year. Whilst your child remains at the same primary school, NMPAT will automatically renew this agreement for a further academic year unless 5 weeks' written notice is provided before the end of the Summer Term.
- In the event of wishing to discontinue lessons at the end of a term (Autumn, Spring, Summer), you agree to give a minimum of five weeks' notice in writing to NMPAT. You also agree that no refund of fees will be due to you for notice given within term.

## Teaching Weeks and Lesson Length

- Instrumental teaching will be provided for 33 weeks per academic year. Lessons will be delivered over three 11 week teaching periods (roughly corresponding to the three academic terms).
- 15 minute lessons are provided per child. This means that a productive amount of time can be spent with your child on a 1:1 basis or that two students can combine to take a meaningful 30 minute lesson.
- Other than where school activities or child absences prevent us, we guarantee to deliver a minimum of 30 lessons in a full year.

## Payment Terms

- Payments are to be made in advance of each 11 week teaching period.
- If payment has not been made by the start of the relevant teaching period, we reserve the right to withhold lessons

## Missed Lessons: Teacher Absence

- Teachers are required to keep accurate records and sign in when they arrive at school.
- Lessons are delivered for 33 weeks across a school year, this gives 5 weeks when teachers can visit schools to make up any missed lessons.

## Missed Lessons: Student Absence

- Student absences will not entitle you to a refund. This applies whether absences are caused by student illness or school activity conflicts or any other cause outside NMPAT's control.
- Our teachers will do their best to 'catch up' lessons missed due to student absence but no guarantee is given.

## Privacy Policy Summary and data protection

- Our privacy policy is available here: <http://www.nmpat.co.uk/work-in-schools/Pages/service-level-agreements,-conditions-and-commitments.aspx> and our agreement with you is subject to the information contained in that policy.
- NMPAT are committed to protecting your personal information and being transparent about the information we hold.
- We collect personal data such as name, address, telephone number, date of birth and medical conditions.
- This is used by NMPAT in order that we may fulfil our contractual obligations to you by providing your child with the music education for which you have applied, whilst ensuring the wellbeing of your child while in our custody.
- NMPAT is registered under the Data Protection Act 1998 as a Data Controller under number Z3016160.
- Our registered charity number in England & Wales is 1145643 and we are also registered as a company in England & Wales under registration number 7738151.

These Terms and Conditions are reviewed annually by NMPAT

This version produced May 2018