



FOR INFORMATION ONLY

CONTRACT FOR PRIVATE INSTRUMENTAL LESSONS

(Parent's copy)

CONTRACT BETWEEN:

_____ (name of teacher) AND _____ (name of parent, or student if over 18).

Tuition in _____ (subject) to _____ (student) has been offered by
_____ (teacher) at JFS, subject to agreement of the terms and conditions stated below.

Signed: _____ (teacher) Date: _____

Please read the following terms and conditions carefully and sign only if you are in full agreement with them and are prepared to abide by them.

TERMS AND CONDITIONS:

1. Fees, as agreed by the School, are payable termly in advance, and are to be received by the teacher no later than the first lesson of each term.
2. 30 lessons will be given in the school year (for Options 1 and 2). More than 10 lessons may be given in a term. The final term's invoice will make any necessary adjustments.
3. If a teacher is unable to give 30 lessons then a full refund will be given for the exact number of outstanding lessons.

4. If parents wish to withdraw a student from lessons, a full term's notice must be given in writing to the TEACHER before the start of a new term. A term's fees are payable in lieu of notice.

5. The teacher has the right to withdraw a student from lessons if the student is not committed and progress is not being made. This will only be done in consultation with the parent. A term's notice will be given.
6. Lessons missed as a result of examinations or other School activities will be made up by the teacher provided the student or parent gives at least 2 school days' notice. If this is not given the student will forfeit that lesson unless the examinations or other activities were arranged by the school too close to the lesson for that notice to be given.
7. **Bursary Students only:** A school bursary can be taken away from a student at any time if the student is not showing commitment to lessons. Parents will be consulted in advance to discuss any problems, but a term's notice is not normally given by the teacher in these cases.
8. If a teacher withdraws his/her services from the School, a refund will be given in full for the exact number of lessons not given.
9. The teacher reserves the right to provide a substitute teacher when necessary (with prior approval of the School).
10. During the first term of lessons only, notice may be given by the fifth lesson in writing by either party to terminate tuition at the end of that term.
11. Parents who apply for lessons but subsequently withdraw will be charged 50% of the term's fees.

ACCEPTANCE TO BE SIGNED BY PARENT (OR STUDENT IF OVER 18)

I hereby accept the offer of tuition for _____ lessons offered by _____ (teacher) to
_____ (student) on the terms and conditions set out above and agree to be bound thereby.

Signed: _____ Date: _____