

**TERMS & CONDITIONS: 01 JANUARY 2025
ONLINE LESSONS FEES**

PRICING OPTIONS (INCLUDING BLOCK BOOKING DISCOUNT FOR HALF TERM)

Option 1: £46.00 per hour; £34.50 - 45 mins; £23.00 - 30 min; £15.00 - 20 mins

No cancellations are credited

Option 2: £49.00.00 per hour; £37.00 - 45 mins; £24.50 30 mins; £16.50 - 20 mins

One authorised cancellation per term credited to your account subject to 48 hours' notice being given
(Please see Cancellation Policy under Clause iii)

AD HOC LESSONS

£52.00 per hour; £39.00 - 45 mins; £26.00 – 30 mins; £17.50 – 20 mins

Teacher/day/time is not reserved and subject to availability at the time of booking

No cancellations are credited

ii) Payment a) Students enrol for each term of lessons (10-15 weeks depending on term length). To secure a student's place, fees are payable in advance and invoices are sent ahead of each term. Fees must be paid in advance which can be paid in two instalments if required, the first before the start of the term and the second before the end of the half term break

b) Fees **MUST** be paid within the due date stated on the invoice by direct transfer to LMMA. In case of non-payment after 10 days from the due date, a penalty charge of £20.00 will be invoiced. Failure to pay the invoice and penalty charge within 5 days will result in the student losing their place for the following term

c) Written notification of withdrawal or of any change for the following term must be given to LMMA **at least 3 weeks before the end of the current half term**. Failure to give three weeks' notice may result in next half or full term's fees being due.

d) Costs associated with grade exams; books; purchase/hire of instruments will be invoiced separately

e) A 10% reduction is offered to students if lessons are taken before 3.00 pm. on weekdays

f) A 10% reduction is offered to students with special needs and students aged over 60 if lessons are taken before 3.00 pm on weekdays

g) One discount is applicable per student, when a student qualifies for different discounts, the highest rate will be applied

iii) Cancellation/Reschedule Policy a) Lessons booked under Option 2 are entitled to one cancellation per term subject to 48 hours' notice being given

b) No cash refunds are made, the cancelled lesson will be credited to your account and deducted from the next invoice

c) We will endeavour to reschedule one lesson per term subject to a mutually convenient day/time being available

iv) Introductory Courses a) Introductory courses are available to new students only and are restricted to one per student

b) Lessons should be taken on the same day and at the same time for 3 weeks consecutively

c) No lessons can automatically be credited or rescheduled in the event of a cancellation

d) Payment should be in advance of lessons

v) General Conditions a) Our Policies are available on our website. You are required to read them before enrolling your child. By enrolling your child at LMMA you agree to the school policies

b) LMMA is not obliged to rearrange lessons cancelled by the student (including but not limited to sickness, physical injuries, medical appointments, holiday period extended or if the student's school terms differ from those of LMMA). Missed lessons are due and cannot be reimbursed

c) In the event that a teacher cannot attend a lesson, we will endeavour to provide a deputy, if this is not possible the lesson will be rescheduled at a mutually convenient time to be agreed by the student/parent and LMMA.

e) Whilst LMMA endeavors to ensure continuity of teaching during the term, we reserve the right to change teachers at short notice in exceptional circumstances

f) If for unseen circumstances that are outside of the control of LMMA we are unable to provide lessons, no refund will be given

g) Any student who demonstrates unacceptable behaviour during the lesson will be dealt with in accordance with our Behaviour and Discipline Policy which can be found on our school website. Please note that persistent inappropriate behaviour could result in permanent exclusion from LMMA.

h) Parents **MUST** inform the school by phone in case of any delays in collecting their child from the school

vi) Data Protection a) We collect information about you and your child when you enrol for our regulatory, teaching and insurance records, this includes, but is not limited to, name, address, date of birth, level of experience and contacting you in case of emergency

b) You will receive communication from LMMA, mainly by email, regarding events, forthcoming exams and other relevant communications which are a necessary part of school life. By registering with LMMA you accept to receive these communications

c) Data sharing: We never share your data with any other third party except for ABRSM, Trinity, RGT or equivalent examining boards. Outside of these organisations we will only share your data if required by law or to assist fraud protection and minimise credit risk. You have the right to be forgotten when you leave the school, please email admin@londonmaestros.com

d) By registering for lessons or by attending/participating in events organised by SWS Music, parents and students grant permission for photographs and other images of him/herself to be used for publicity purposes on and offline. These images will not be sold, distributed or used beyond SWS Music activities. Should you not want images of your child(ren) to be used, please send a written email notification to admin@londonmaestros.com

e) Any photos/videos taken at LMMA events should be strictly for personal use only. Please note that photographs and/or videos should not be published (including on social media) with the explicit consent of each person recorded and, in the case of a child, with the explicit consent of his/her parent(s)

vii) Acceptance of Terms & Conditions a) The booking of lessons is considered to be acceptance of LMMA Terms and Conditions as set out in this document