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CONTRACT FOR INSTRUMENTAL/VOCAL MUSIC STUDENTS

Student (first name): **Surname:**

Instrument: **Class:**

Note: If your instrument of choice is guitar, please indicate whether you wish to have acoustic, classical, electric or bass lessons.

Name of Parent/Caregiver:

Address:

Suburb: **Postcode:**

Tel: (H): **Parent mobile:**

Email: **Student mobile:**

Teacher Information

(Please leave blank. We will provide this information when we return your copy of this form.)

Instrumental/Vocal Teacher's Name

Tel: (H)..... (Mobile)

CONTRACT CONDITIONS

Contract duration

The life of this contract shall be for the duration of Instrumental/Vocal Tuition at Cabra Dominican College.

Willingness to participate in the musical life of the College

Instrumental/Vocal withdrawal lessons are provided at the school for the primary purpose of facilitating each student's participation in the ensemble and performance programme. By taking lessons at the school, you agree to participate fully in the ensemble programme. All students who have lessons at the school are required to be a member of a school ensemble.

Please turn over

Commencement of lessons

Lessons will commence in week 3, term 1 of each school year. It is expected that tuition fees are paid by the commencement of lessons. Late payments will be accepted until the end of February through prior negotiation with the Instrumental Teacher.

Payment of Tuition fees

The **payments** that you make for instrumental/vocal tuition **should be made directly to the instrumental/vocal teacher** by cheque or electronic funds transfer. EFT transfer details appear on the account you receive. The role of Cabra’s music department in instrumental/vocal tuition is as a facilitator only. Cabra will not accept payment for instrumental/vocal lessons.

Accounts will be issued at the beginning of each semester. Tuition is \$27.00 per half hour lesson with 16 lessons provided in semester 1 and 14 lessons in semester 2.

Absence from lessons

Instrumental/vocal teachers should be notified in advance of the student's absence. Your teacher’s contact numbers are on this contract and also on your account.

- In the case of a **planned absence**, such as an extended holiday, a school excursion or other event, **notification** should be given to the teacher, **seven days prior** to the absence.
- In the case of **illness**, instrumental/vocal teachers should be **notified as soon as possible**, but at the latest, **before 8.30am on the day of the lesson**. It is not the responsibility of the school to notify the teacher. Please call the teacher directly.
- Instrumental/vocal teachers are advised by Cabra only of known **whole school events**.

Make-up lessons

If the instrumental/vocal teacher is appropriately notified of a student absence (see above), a make-up lesson will be organised by negotiation between the teacher, the student and the parent/caregiver.

If the instrumental/vocal teacher is not appropriately notified of a student absence, no make-up lesson will be offered, and the parents will be notified by mail of the unexplained absence.

Discontinuing lessons and or ensembles

To stop lessons/ensembles, **notification must be given in writing before the end of the semester**. This notification should be given to the teacher or Ensemble Director and the Director of Music. If timely notification is not given, the student will be expected to continue until the end of the school year.

I have read, understood and agree to comply with the conditions of this contract.

Preferred ensemble(s).....

If you are unsure of which ensemble will be most suitable, please contact the Music Office.

Signed:(Student)

Signed: (Parent/Caregiver)

Date:

Please return the completed contract to the Music Administrator.