



**ASHMOLE ACADEMY
INSTRUMENTAL TUITION APPLICATION FORM
(NEW YEAR 7 STUDENTS)
Autumn Term 2019-2020**

Student name

Primary School

Instrument

Current Grade.....

15 minute lessons @ £10.00 (10 lessons per term) £ 100.00

30 minute lessons @ £20.00 (10 lessons per term) £ 200.00

PLEASE PAY BY CHEQUE, PAYABLE TO ASHMOLE ACADEMY.

***PLEASE COMPLETE THIS FORM AND RETURN IT WITH YOUR CHEQUE TO MS A BEACON,
PERFORMING ARTS DEPARTMENT, ASHMOLE ACADEMY, CECIL ROAD, SOUTHGATE, N14 5RJ***

I HAVE READ THE TERMS AND CONDITIONS

Parent/Carer name (please print)

Parent/Carer signature

Contact Telephone Number.....

Email.....

Ashmole Academy offers 15 minute instrumental lessons and 30 minute instrumental lessons. We recommend 30 minute lessons if your child is preparing for a graded examination.

Students may take their ABRSM graded examinations at Ashmole. These exams normally happen towards the end of each term. We can enter students for graded exams set by other boards but these exams would be taken off site.

Instrumental tuition is provided by specially selected peripatetic staff with a wealth of teaching and performance experience. Tuition is scheduled during the school day. The timetable changes on a two weekly basis so that the student's same academic lessons are not continually missed. Requests for lunchtime, early morning and after school slots will be accommodated if possible. These slots are limited and will operate on a first come, first served basis although priority can be given to GCSE and A Level students.

Terms and Conditions

These must be read and signed for when booking lessons for the first time, and when renewing your lessons each term.

Timetables

- We reserve the right to change the time and dates of tuition if necessary.
- It is the student's responsibility to check the time of their lesson each week. Timetables are available on the school intranet (Firefly), the Performing Arts notice board, or in the Performing Arts Office. It is **essential** that students check their timetable the night before their lesson or on the morning of their lesson in case there have been any last minute changes.

Attendance

- It is the student's responsibility to inform the Music Manager (Ms Beacon) if they are unable to attend their tuition due to school assessments, tests, examinations, school trips or other school activities. If we are informed at least 48 hours before the lesson, we will reschedule it. Refunds will not be given for these lessons.
- Tuition that is missed for any reason that is not the school's fault, and about which we have not been informed within the time outlined above, will not be made up, nor a refund given. This includes student sickness.
- If a student misses more than two lessons in a row we reserve the right to stop their tuition.

Payment

- Payment for the whole term must be made in full by the deadline given. If payment is not received by this deadline, then the student will not be timetabled for tuition.
- Payments must be made by ParentPay. (New Year 7 student's tuition fees can be paid by cheque).
- One half of a term's notice must be given IN WRITING (via letter or email) if you do not wish to continue with instrumental tuition.

If you need any further information, please contact Ms A Beacon (Music Manager) 020 8361 2703 x2204