



Application form for Instrumental/Vocal Lessons

Bennett Music Academy

Student Surname:	Student Forename:
Tutor Group:	Date of Birth:

Instrument for which you are applying

Please tick only one box. Use another form if you wish to apply for more than one instrument

	<input type="checkbox"/>	Grade*		<input type="checkbox"/>	Grade*		<input type="checkbox"/>	Grade*
Singing	<input type="checkbox"/>		French Horn	<input type="checkbox"/>		Saxophone	<input type="checkbox"/>	
Piano	<input type="checkbox"/>		Euphonium	<input type="checkbox"/>		Drum Kit	<input type="checkbox"/>	
Organ	<input type="checkbox"/>		Trombone	<input type="checkbox"/>		Orchestral Percussion (xylophone, glockenspiel, timpani, snare drum)	<input type="checkbox"/>	
Violin	<input type="checkbox"/>		Tuba	<input type="checkbox"/>			<input type="checkbox"/>	
Viola	<input type="checkbox"/>		Flute	<input type="checkbox"/>		Guitar (Bass)	<input type="checkbox"/>	
Cello	<input type="checkbox"/>		Oboe	<input type="checkbox"/>		Electric Guitar	<input type="checkbox"/>	
Double Bass	<input type="checkbox"/>		Clarinet	<input type="checkbox"/>		Classical Guitar	<input type="checkbox"/>	
Trumpet	<input type="checkbox"/>		Bassoon	<input type="checkbox"/>		Recorder	<input type="checkbox"/>	
Theory	<input type="checkbox"/>			<input type="checkbox"/>		Music Aural	<input type="checkbox"/>	

*Please provide latest grade taken or an indication of current level. Please write 'B' if you are a complete beginner. You may use the back of this form to tell us more about your music background.

Fees: £175 per term for 10 x thirty minute lessons

Notice of withdrawal: Lessons are arranged in blocks of ten, paid for in advance. If lessons are to be discontinued, five lessons notice is required. Written notice of withdrawal must be given to the teacher and the BMA Administrator by the half-term break in October (to cease in December), February (to cease at Easter) or May (to cease in July). Please see point 5 in the Terms and Conditions for further clarification.

I agree to the terms and conditions for Bennett Music Academy Instrumental/Vocal lessons stated overleaf and page 12 of the Parents Information booklet.			
Signed (Parent/Guardian)		Date	
Print Name			
Telephone Number			
Address			
Email Address			

Once completed, this form should be handed to the BMA Administrator, Mrs Paulina Wookey

TERMS AND CONDITIONS FOR MUSIC LESSONS

LESSONS & INSTRUMENTS

1. There will be 30 lessons per academic year (an average of 10 per BMA term).
2. The lesson timetable will be rotated to ensure students do not miss the same curriculum subject. Timetables will be displayed on the music notice board and it is up to the student to check their lesson times.
3. Lessons missed by pupils will not be credited, unless adequate notice has been given to the teacher and it is possible for them to rearrange their schedule. There will be no credit for leave taken by pupils during a term, or for lessons missed due to student sickness or school trips. It is the student's responsibility to arrange a swap with another student once timetables have been published; parents are welcome to email BMA staff directly as soon as a potential clash becomes apparent. Please note that music lessons continue during exam periods and students affected by exams/study leave should contact their teacher well in advance to arrange an alternative timetable.
4. Should a lesson be cancelled due to circumstances beyond the control of the teacher, they will take all reasonable steps to make it up. This includes days where the school is shut to students.

5. If you wish to discontinue lessons, written notice must be given to the instrumental /vocal teacher and the BMA Administrator by the October break for lessons to cease in December, February break to cease at Easter, and May break to cease in July.

Notice received after these cut off dates will incur a fee of £87.50 (half a BMA term's notice) which will be payable whether or not the student attends the further 5 lessons.

6. Lessons will continue from one academic year to the next unless the correct notice is given or the student leaves the school.
7. BMA and its teachers reserve the right to discontinue lessons at any time.

PAYMENT

8. Fees will be reviewed annually. Invoices will be submitted to parents by BMA teachers, usually by email, at the start of each term. Please note some terms may contain more than 10 lessons and therefore invoices may be issued at the start of the next 10 lessons instead. Payments are made directly to the teacher (details on invoice).
9. Details of the music bursary can be found on the Bennett website. If you are eligible, you will need to notify the School Business Manager of any changes in financial circumstances during the year.
10. Payment for lessons is due in advance at the start of each 10 lesson block and must be made within 14 days of receiving an invoice. If payment is not made within this 14-day period we reserve the right to suspend any further lessons until payment is received. *Lessons missed through late payment of fees will not be made up or refunded.*

YOUR COMMITMENT

11. Please make sure that your child brings their instrument to the music lessons at school (excluding piano and drums) and takes them back home afterwards.
12. Please arrange a fixed practice time at home if possible. We strongly recommend that voice and instrumental students practice for at least for twenty minutes daily. More after a year or two.
13. Please support your child by ensuring they know the dates and times of their music lessons.

