

Music & Arts Service - Fairfax Learning & Development Centre, Flockton Road, Bradford, BD4 7RY
Tel: 01274 434970 Fax: 01274 408335
E: schoolsmusicandarts@bradford.gov.uk www.bradfordmusiconline.co.uk

MUSIC & ARTS SERVICE - PARENTS/CARERS CONTRACT
SPECIALIST INSTRUMENTAL/VOCAL LESSONS SEPTEMBER 2019 – JULY 2020

A. Pupil Information (Please complete or amend):

CHILD'S NAME _____ *INSTRUMENT: _____

SCHOOL _____ YR GROUP (as at Sept 2019) _____

DATE OF BIRTH:

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---

GENDER:

M	F
---	---

SPECIAL NEEDS:

Y	N
---	---

L.A.C:

Y	N
---	---

ETHNIC: Bangladeshi Black African Black Caribbean Black Other Chinese
 Indian Pakistani Other Asian White Other

CHILD'S ADDRESS _____ BILLING ADDRESS (if different) _____

POSTCODE _____ POSTCODE _____

PARENT/CARER NAME _____ BILLING NAME _____

Home Telephone Number _____ Mobile / Emergency Telephone _____

E-Mail Address _____

All communication from Music & Arts Service will be via E-Mail or Text - please ensure this information is accurate.
Important – Lessons are allocated wherever possible on receipt of this form – to ensure a place, please complete and return as soon as possible. If you are successful you will be contacted directly.

B. I would like to apply for the following: (please tick)

*20 min group instrumental lesson	£58 per term (£14.50 monthly direct debit)	<input type="checkbox"/>
*20 min individual instrumental lesson	£160 per term (£40.00 monthly direct debit)	<input type="checkbox"/>

*I have checked with my School that lessons are available on this instrument

I enclose a completed direct debit form to reserve a place for next term. The Music & Arts Service will contact you to confirm if a space is available. Payments are debited on the 15th of each month – see overleaf for term dates. Alternative payment methods may be available, please contact the Music & Arts Service.

A limited number of bursary places are available - see reverse for details. If you are eligible to apply, please tick this box and return with your supporting documents.

Please tick this box to ensure that you receive additional information about relevant musical opportunities for your child. If you do **not** tick the box we will still continue to send you information/details relating to this contract, but you will not receive information about additional opportunities (in accordance with Bradford Council GDPR policies).

I understand that by signing this contract I will be liable for termly payments until written or email confirmation is provided of withdrawal. I accept Music & Arts Service terms and conditions

Signed: **Date:**

INSTRUMENTAL/VOCAL TUITION - TERMS AND CONDITIONS

- The Music & Arts Service provides 30 sessions over a 36 week academic year. The number of lessons will vary from term to term. Charges are based on the service delivering 30 visits per academic year. The day/time of these lessons will be arranged by your teacher and school – these may take place during school time.
- On receipt of the application form availability will be assessed, should a place be available you will receive email confirmation prior to the start of term. Instruments should only be hired or purchased once lessons have been confirmed by our office. Lessons will only commence once the application is received by our office and lesson availability has been confirmed. If you wish to withdraw your child, you must follow the **cancellation procedure below.**
- The Music & Arts Service is unable to provide refunds for any reason except for teacher absence and only at the end of the academic year if lessons fall below 30.
- Children may need to come out of class during the school day for their lessons. It is expected that children will catch up with their learning in ways appropriate to the class teacher and the school.
- You will be advised of any price increase during the Summer Term for tuition commencing the following September.
- Instrumental lessons/ensembles may be videoed or photographed for training and moderation purposes.

Payment

Payment – please complete the attached Direct Debit mandate – payments are debited on the 15th of each month – see below for term details. Please advise if you have cancelled or amended your bank account – any payments not collected will incur a £10 admin charge. Alternative payment methods may be available, please contact the Music & Arts Service.

Cancellation Policy

This agreement can only be cancelled in writing giving at least 2 weeks notice before the end of a term and it is assumed your child is continuing in the new academic term/year unless you have cancelled in writing. The full term must be paid for if a pupil withdraws part way through the term, no refunds will be given.

You can email this to: schoolsmusicandarts@bradford.gov.uk

Autumn Term Tuition dates 04.09.19 – 20.12.19

Direct Debit collection - 15th of September/October/November/December

Spring Term Tuition dates 06.01.20 – 03.04.20

Direct Debit collection – 15th of January/February/March/April

Summer Term Tuition dates 20.04.20 – 17.07.20

Direct Debit collection - 15th of May/June/July/August

Bursary Information

A bursary place is available for children and young people with special needs who may require an individual lesson. In order to qualify for this bursary, please enclose a letter from the Headteacher of your school confirming that your child has special needs and would benefit from an individual lesson. Individual lesson would then be charged at group lesson prices (subject to teacher availability).

Childcare Voucher Scheme – The Music & Arts Service does not accept the Childcare Voucher Scheme

For further information and frequently asked questions please go to www.bradfordmusiconline.co.uk/site/

Please complete and return your completed form and direct debit information to:

Music & Arts Service - Department of Children's Services

Fairfax Learning & Development Centre, Flockton Road, Bradford, BD4 7RY

T: 01274 434970

F: 01274 408335

E: schoolsmusicandarts@bradford.gov.uk

Instruments: you must make your own arrangements to hire or purchase an instrument, details from Windstruments are attached. Please contact them directly to discuss hire/purchase schemes.

DATA PROTECTION ACT 2018: All personal data will be held in accordance with the Data Protection Act 2018. Information will be used only for statistical and monitoring purposes. No information will be passed to third parties.

NB: The Service reserves the right to cancel any lessons at any time where overall participating pupil numbers fall below prevailing Service minimum requirements.