

Piano Studio Policy 2026-27

Effective 1 September 2026 | Trish Cummings

This policy sets out clear, consistent arrangements for tuition throughout the academic year. It supports continuity for every student while allowing the studio to plan lessons, resources and travel responsibly.

1. Annual tuition

Tuition covers 36 scheduled lessons during the 2026-27 academic year. Annual tuition is charged pro rata based on an hourly rate of £55. Travel to the student's home is included; there is no additional travel charge.

The annual tuition arrangement reserves the student's regular lesson place and also supports preparation, planning, resources and ongoing professional development.

2. Monthly payments

Annual tuition is paid by standing order in 10 equal monthly instalments, due on the first day of each month from 1 September 2026 to 1 June 2027 inclusive.

Monthly payments are instalments of annual tuition and do not correspond to the number of lessons in a particular calendar month. Please contact me promptly if a payment is delayed or a standing order needs to be corrected.

3. Scheduled lessons and holidays

Teaching periods are 7 September-12 December 2026, 4 January-27 March 2027, and 12 April-10 July 2027. Half-term breaks are the weeks commencing 26 October 2026, 15 February 2027 and 31 May 2027.

No regular lessons take place during the published half-term breaks. Monday 3 May 2027 is a normal teaching day. Any other agreed studio closure will be communicated in advance and handled under the teacher-absence provisions below.

4. Student absence and illness

A student's regular time is reserved exclusively for them. If a student cannot attend for any reason, including illness, family commitments, school events or holidays taken during teaching periods, the lesson remains chargeable and no credit or refund is normally given.

Please give as much notice as possible. A student who is well enough may be offered an online lesson where practical. Parents should not proceed with an in-person lesson where illness could reasonably place the teacher or another family at risk.

5. Teacher absence

If I cancel a lesson, I will offer a suitable replacement lesson wherever reasonably possible. If a replacement cannot be arranged, the missed lesson will be credited or refunded. A teacher-cancelled lesson will not reduce the student's annual entitlement.

6. Make-up lessons and rescheduling

Make-up lessons are not guaranteed for student cancellations. Where sufficient notice is given and a suitable space becomes available, I may offer a rescheduled lesson as a courtesy, but this depends on availability and cannot be carried forward or exchanged for a credit.

Any agreed replacement lesson must be taken at the offered time. Lesson swaps between families should only be made with my prior agreement so that travel and safeguarding arrangements remain clear.

7. Exceptional circumstances

Where severe weather, travel disruption, public-health guidance, a household emergency or another event outside either party's reasonable control prevents an in-person lesson, I may offer an online lesson, an alternative time or another proportionate arrangement.

Each situation will be considered fairly in light of the circumstances. If I am unable to teach and no reasonable alternative is possible, the teacher-absence provisions will apply.

8. Withdrawing from lessons

Six weeks' written notice is required to end tuition. Tuition remains payable throughout the notice period, whether or not the student attends. The notice period begins when written notice is received.

By mutual agreement, a new student may take over the lesson place sooner; if that happens, payment responsibility will end from the replacement student's start date.

9. Acceptance

Please read this policy together with the personalised Standing Order & Key Dates sheet. Continuing lessons and making the first tuition payment for 2026-27 confirms acceptance of these arrangements.

Parent/carer: [NAME] Student: [STUDENT NAME]

Signature: _____ Date: _____