



Terms of Tuition – January 5th, 2026

1. Studio Philosophy

- At Flam Tap Drumming we foster musical growth in a respectful, engaging environment. Please follow our Terms of Tuition to help us maintain a happy and enjoyable setting to learning drums.

2. Lesson Format and Location

- Lessons are held in person at the Flam Tap Drumming studio. Online lessons may be offered in exceptional circumstances by prior arrangement.

3. Lesson Schedule

- Flam Tap Drumming aligns its teaching schedule with the school term dates set by the New Zealand Ministry of Education. However, lessons for school-aged pupils may continue during school holidays if arranged in advance.
- Adult pupils are welcome to maintain a regular lesson schedule throughout the year, unaffected by school term breaks.
- Lessons are scheduled on a weekly basis. Fortnightly or monthly lessons may be accommodated depending on availability and the ability to share time slots with other pupils on similar schedules.
- Public Holidays:** We choose to open on most public holidays, with lessons held at their regular time slots. Families may opt out of attending a lesson that falls on a public holiday if they have other plans. Charges will not apply for opting out of public holiday lessons.

4. Fees and Payment Terms

- The standard fee for 2026 is **\$40 (inclusive of GST)** for a 30-minute lesson. Flam Tap Drumming reserves the right to adjust this fee, either upward or downward, on a case-by-case basis.
- Weekly lessons are invoiced in blocks of four lessons. Families with multiple pupils, or those on fortnightly or monthly schedules may be invoiced more frequently.
- You may either **Pre-pay** for an upcoming block of lessons (i.e. invoice issued before the block begins); or **Post-pay** at the end of each completed block (i.e. invoice issued after the lesson block ends).
- Invoices are emailed with bank account details for payment. Receipts will be issued upon request.
- All payments must be made via electronic bank transfer. Cash payments cannot be accepted. Please ensure payment is completed by the due date indicated on your invoice.
- Fees are reviewed annually. In exceptional cases such as unplanned cost increases (venue, overheads, teaching levies) or other out-of-cycle events, we may adjust fees with at least one lesson block's notice and we will explain the reasons for the increase.
- Late or missed payments may result in suspension of lessons until resolved.
- We want everyone to have the chance to learn drums with us. If you face financial hardship, please contact us so we can consider temporary discounts, deferred payments, or volunteer lessons; any special arrangements will be reviewed periodically. Pupils receiving WINZ benefits or student allowances may be eligible for a reduced rate upon presentation of supporting evidence.
- We are always open to discussion about individual circumstances, and encourage families to talk with us if they have concerns about fees or scheduling.

5. Absences and Catch-Up lessons

- Absences make it challenging for pupils to maintain steady progress, and they also affect the studio's ability to operate sustainably.
- These examples below are drawn from real situations and illustrate how the policies are applied. If your circumstances don't fit neatly into one category, please speak with us because there is always room for discretion.

Policy: No Charge

These absences are fully excused and no fee will be charged. Examples include:

- Illness, injury, or recovery from medical treatment
- A parent or caregiver being unwell and unable to bring the pupil
- Family bereavement or funeral
- Mandatory school camps or tramps
- Severe weather that makes travel unsafe
- Delayed start due to beginning at a new school
- Opting out of a lesson that falls on a Public Holiday

Policy: Catch-up lesson offered

A catch-up lesson will be offered as a courtesy when the absence is due to important but non-urgent commitments. Examples include:

- School exams, assessments, or timetable clashes
- Pupil not attending due to their birthday falling on the lesson day
- Significant one-off family commitments (e.g., important appointments or events)
- Cultural celebrations (e.g., Matariki, Diwali, Ethnic New Year Celebrations, etc.)
- School arts events (e.g., Artsplash, Showquest, Barbershop, Gang Show, etc.)
- Sports fixtures required by the school
- Work commitments, conferences, or unavoidable schedule changes
- Very short holidays (1–4 days), where a catch-up lesson may be possible to fit in

Catch-up lessons must be completed **within three (3) calendar days** of the original lesson. If a suitable time cannot be found within that window, or the rescheduled lesson is missed or cancelled by pupil, the catch-up is considered forfeited and the lesson will be charged.

Policy: Full charge

These absences are not eligible for a catch-up and the full lesson fee applies. Examples include:

- Forgetting the lesson
- Cancelling without explanation
- No transport available (e.g. a parent is away)
- Choosing to skip the lesson or wanting a week off
- Not wanting to attend that week due to lack of practice
- General busyness or schedule overload
- Optional social plans (e.g., dinners, movies, sleepovers, shopping, etc.)
- Recreational outings or optional activities
- Holiday absences during regular teaching periods (which typically affects adult pupils more than school-aged students).

6. Substitute Teachers

- If the Principal Instructor, Ajit Rasiah, is unavailable for an extended period, a substitute teacher may be arranged depending on availability. In such cases, lessons may take place at a different venue or time, and charges may vary. Pupils may decline substitute lessons, and regular lessons will resume when Ajit returns.
- No fees will be charged for any substitute lessons that are declined.

7. Health and Safety

- All pupils, parents, caregivers, and studio visitors are expected to comply with the Flam Tap Drumming Health and Safety policy at all times.

8. Learning Materials and Equipment

- To support effective learning, pupils require the following:
 - ❖ A pair of 5A or 7A drumsticks.
 - ❖ A good-quality practice pad, 8 inches or greater in diameter.
 - ❖ A metronome (or metronome app for a phone).
 - ❖ A music stand.
 - ❖ A 40-page Clear File for sheet music.
- Additional books (e.g. examination, method, or repertoire books) may be required and are the responsibility of the parent or pupil to purchase.
- Developing proper technique and musicality requires consistent access to a drum kit for daily practice. While it is not essential to own a drum kit, all pupils must have reliable access to one.
- For beginners through to Grade 3, an electronic drum kit is acceptable. From Grade 4 onwards, an acoustic drum kit is required. Acoustic drum kits must be well-maintained, tuned regularly, and kept in good working condition to support effective learning.

9. Practice Expectations

- Guidance for practice is available via our blog:
<https://www.flamtapdrumming.co.nz/blog/practice-tips-for-the-drum-kit>.
- To make steady progress, pupils should aim to practice on at least five days each week. Younger children benefit from active parental support, while older pupils may need only light supervision or daily check-ins. If practice becomes inconsistent over time, we'll work together to understand what's getting in the way and find practical ways to help.
- **Lesson time isn't for practicing;** it's for learning new skills, techniques, and music. The real practice happens at home, so we can use lesson time to focus on instruction and progress. Regular daily practice outside of lessons is what truly supports progress.

10. Studio Etiquette

- **Pupils under 12 years:** A parent or caregiver must remain for the full lesson. Quiet observation helps your child stay focused and allows you to follow their progress. Please keep conversations and phone use to a minimum during the lesson.
- Pupils must enter the studio quietly, keep shoes on, and have all materials ready prior to the lesson.
- **Food & Drinks:** Drinks brought into the studio must be in sealed containers. Snack foods are permitted for younger children or health reasons. Please ensure hands are clean before handling any drum equipment.
- **Late arrivals:** If you arrive late, your lesson will be shorter. We will need to finish on time because the next pupil can have their full scheduled session.

- **Pupil Pickup (for pupils 12 years and older):** After their lesson, pupils must wait on the property until collected. If it's dark or raining, they must wait inside the studio. Please arrive on time, as we cannot take responsibility for pupils once they leave the studio.

11. Technology Use

- Lessons in part may be recorded (with pupil consent) to aid learning and recordings will be deleted after the lesson.
- **Student Portal:** Upon request, parents and pupils may receive complimentary access to the My Music Staff Student Portal, a secure cloud-based platform where they can manage lesson schedules, view invoices, view lesson notes, communicate directly with the teacher, amongst other benefits.

12. Communication Expectations

- Please communicate via email, text or the My Music Staff Student Portal for scheduling, absences, or concerns. Urgent matters should be communicated as early as possible. Allow up to 24 hours for non-urgent replies.

13. Termination of Lessons

- We want every pupil to enjoy learning drums and to make steady progress. If ongoing absences, low engagement, or lack of practice continue despite our support, we may discuss whether continuing lessons is the right way forward.
- If you wish to stop lessons, please give one lesson block's notice. Unused lessons in a block are only refunded in exceptional circumstances.

14. Good Faith Clause

- We aim to apply all policies with kindness, fairness to the pupil and to the studio, and flexibility. If unusual situations arise, we encourage open discussion so that solutions can be found together.

I have reviewed and acknowledge/understand the Terms of Tuition.

Name of Pupil

DateSigned(Parent, Guardian, Adult Pupil)