



# FLAM TAP DRUMMING

www.flamtapdrumming.co.nz

## Terms of Tuition – February 7<sup>th</sup>, 2022

### 1. Teaching Schedule

- Flam Tap Drumming generally follows the school term dates set by the New Zealand Ministry of Education. By prior arrangement, lessons for school children can continue through the school holidays.
- Adult pupils may continue with a lesson schedule that is uninterrupted by school holidays.
- Flam Tap Drumming is open during public holidays. Lessons will continue on public holidays, so please advise if you do not wish to have lessons on those public holidays.

### 2. Fees and Payment Terms

- The fee for 2022 is **\$33 (incl. GST) for a 30-minute lesson**. Flam Tap Drumming reserves the right to vary this fee, either up or down, on a case-by-case basis. Additionally, if pupils/parents can present evidence of WINZ benefits and/or student allowance then Flam Tap Drumming will do its best to offer a reduced rate.
- Lessons are invoiced in blocks of four (4) lessons at a time. Lesson fees are payable at the end of every lesson block, however, payment in advance may be requested by either party.
- Invoices will be issued electronically. Receipts will not be issued unless specifically requested. Electronic bank transfer is the preferred method. Cheque or cash is accepted only in extenuating circumstances.
- Fees will be reviewed and set annually at the beginning of the calendar year for the following 12 months, however, Flam Tap Drumming reserves the right to review the fee at any time, should there be significant and sudden cost increases such as a change in teaching premises, increase in rents, government levies, surcharges or professional membership subscriptions. Should fees change, Flam Tap Drumming will give advance notice of at least one lesson block.
- We wish to offer everyone the chance to learn drums. If at any time pupils/parents have money problems and cannot pay for a lesson block in full, please talk to us as soon as possible and we'll see if we can come up with an agreement that works for both parties.

### 3. Absences

- All lessons booked are regarded as confirmed and non-refundable. However, things happen. Some things are completely avoidable and others unavoidable.
- Missed lessons will be charged for under the following avoidable circumstances, and no catchup lessons will be offered:
  - ❖ where parents/caregivers/pupils have forgotten about the lesson;
  - ❖ last minute cancellations due to poor planning from attending other commitments.
- Missed lessons due to unavoidable circumstances will be rescheduled with a catch-up lesson:
  - ❖ Emergencies due to a medical event, sickness, accident, or family situation;
  - ❖ Serious weather events, significant earthquakes, and 'Acts of God';
  - ❖ At least 24 hours' notice that a pupil cannot attend the lesson for good reason.

- Substitute teachers
  - ❖ Flam Tap Drumming reserves the right to bring in a substitute teacher if the Principal Instructor (Ajit Rasiah) cannot teach for an extended period. A substitute teacher may hold the lessons at a different venue and/or lesson slot.
  - ❖ Parents/caregivers/pupils may decline the offer of a substitute teacher, in which event the lessons will be rescheduled to a regular lesson slot after Ajit returns to teaching.
- If a pupil develops a long-term illness (weeks or months) in the middle of a lesson block, then Flam Tap Drumming will hold the remaining paid lessons until the pupil returns from illness. If the pupil is away for more than one lesson block, Flam Tap Drumming will still honour remaining paid lessons, but we cannot assure the same lesson slot upon return from the absence.
- Long-term holidays - The longest time away that Flam Tap Drumming can offer to hold a time slot open is during the 6-7 weeks of the December/January summer holidays. At other times of the year, Flam Tap Drumming will provide the same lesson slots upon return on a best-efforts basis.

#### 4. Studio Policies

- All pupils, parents, caregivers and visitors to the studio must abide by the Flam Tap Drumming Health and Safety policy.
- Flam Tap Drumming agrees to teach the pupil on the condition that the pupil (or parent/s of the pupil if aged 16 and under) supplies the following:
  - ❖ Necessary tools for learning, including a pair of 5A or 7A drumsticks, a good quality practise pad, a metronome (or a smart phone with a metronome app), a music stand, and access to a drum kit;
  - ❖ Commitment to help their child with daily practise, especially if the child is very young.
- Drum Kit - Proper technique and musicality cannot be taught if the pupil does not have a drum kit to practise on. It is not necessary to own a drum kit, but all pupils are required to have access to a drum kit for daily practise. The drum kit can be electronic for beginners through to Grade 3 level. Beyond Grade 3, an acoustic drum kit is required. The drum kit should be kept tuned and be in working order.
- Books - Pupils will need a Clear File of 40 pages. Some music sheets will be handed out during the lessons for inserting into the Clear File. Future supplementary material may include Examination books, Method books, and Repertoire books. Parents are responsible for the purchase of these books.
- Practise Expectations - We expect parents and children to commit to daily practise and make progress on all parts of the assigned homework. Practise outside of the lesson time needs to happen at least 6 days a week. In cases of young children, it is a combined effort of both parent and child. More information on practise can be found in the blog at <https://www.flamtapdrumming.co.nz/blog/practice-tips-for-the-drum-kit>
- Parental Support - Parent/s or caregivers are required to be present at a child's lessons but it is important parents do not interrupt the lessons, e.g. comments and phone calls. Parents should take notes and supervise their child's practise sessions. Older children may need less direct supervision so it is possibly more beneficial for the parent to observe lessons and check that all requirements are adequately practised each day.
- Lesson Protocols
  - ❖ Drinks/liquids brought into the studio must be in a covered/sealed container. You may bring snack foods for younger children (or for health reasons) into the studio. A bin is provided. **Hands must be clean before handling any drum equipment.**
  - ❖ Lateness Policy – Arriving late affects all the lessons that are scheduled after your lesson. Therefore, a late arrival will mean a shorter lesson for you so that the next pupil's lesson can begin right on time.

- ❖ Enter the studio quietly, pupils to keep shoes on.
- ❖ Have all materials out (ready to present to the instructor) before each lesson.
- Lesson Termination – Flam Tap Drumming maintains a high standard and has the right to dismiss a pupil at any point in time based upon lack of interest or numerous missed lessons. If dismissed, remaining lessons of that lesson block will be refunded (if paid for in advance). If the pupil wants to stop lessons, one lesson block of notice must be given. If pupil chooses to stop lessons before finishing the lesson block, no refund will be offered.

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

Name of Pupil .....

Date .....Signed .....(Parent, Guardian, Adult Pupil)