



Instrumental Tuition Policy

At Alphington Grammar School, we strongly encourage our students to participate in Instrumental Music to enhance their wellbeing, and increase stamina.

1. Aim:

- 1.1. Students are encouraged to become involved in the vibrant musical life of the School by participating in one or more of our orchestras, bands, choir or ensembles that complement our Instrumental Music Program.
- 1.2. Throughout the academic year, these groups perform in School Concerts, Award Evenings, Open Days and School Assemblies. In addition, the school performs for special events including the

4. Absences

- 4.1. Parents/parent liaisons are responsible for advising the Music Administrator and teacher by 8:00am via email if their child is unable to attend a lesson due to illness. Under such circumstances a lesson will be rescheduled. The music administrator can be contacted at admin@music.vic.edu.au
- 4.2. Students must give at least 24 hours notice to the Music Administrator and teacher if they are unable to attend their lesson due to tests, excursions, Year 10-12 exams, and suspension. Primary parents are required to contact the Music Administrator and teacher.
- 4.3. Lessons missed without notice will not be rescheduled and there is no refund for missed lessons.
- 4.4. As there is no refund of school fees for days missed by students, instrumental lessons missed due to holidays taken during the school term or voluntary withdrawal from the school will not be made up.
- 4.5. All lessons missed by staff will be rescheduled or not charged.

5. Termination of lessons

- 5.1. It is assumed that the student will continue instrumental classes for the entire year. Notice of withdrawal from the program is required to be sent in writing to the Music Administrator at music@ags.vic.edu.au. Please do not send notice of withdrawal to the teacher. Notice must be given six (6) weeks prior to the end of Semester of intentions to discontinue tuition. Students cannot cease tuition part way through a term. Music staff are employed based on the number of students and lessons taught each week. Fees are paid by the semester (in advance), with no refund given unless there are extenuating circumstances. Students cannot cease tuition part way through a term. Music staff are employed based on the number of students and lessons taught each week. Fees are paid by the semester (in advance), with no refund given unless there are extenuating circumstances.