

# Guidelines for Group Lessons

## Payments

- Payments must be made in advance at the beginning of each term.
- Each term is of three months. Payment for each three-month term must be submitted at least two weeks before the term's commencement. Securing your seat for the term is contingent upon the full payment of fees.
- No refund of fees would be made under any circumstance, except if lessons are stopped by the academy due to unforeseen circumstances.
- Payments can be made in cash or bank.
- Fees cannot be shifted to another term.

## Lessons

- The lessons will be held every week of the term.
- Students are expected to maintain a consistent practice routine of at least 30 minutes for a minimum of four days each week. We kindly request parents to actively support and encourage their child in adhering to this practice schedule.
- We shall be having exactly 12 lessons in each term.
- If an instructor is unable to conduct a lesson, a substitute instructor will be arranged for the particular lesson.
- In the event every student in the batch remains absent for this lesson, that lesson would be forfeited, not taken up.

- If a student is unable to attend their scheduled lesson due to illness or other commitments, they will be provided with a recording of the lesson. It is expected that the student views and works on the recording before the next scheduled lesson. Please note that make-up lessons will not be offered in such cases.
- Should a student take multiple breaks and wish to catch up on missed lessons, they may request individual catch-up lessons. These catch-up lessons will be available at an additional cost, separate from the regular term fee.
- A batch may be terminated at the end of any term due to the discontinuation of peer students or for any other valid reason.
- Only one guardian will be allowed in the academy with the entire group, on a first-come-first-served basis. Exceptions can be considered for special events. Please note that individuals such as house-helpers and drivers will not be permitted to enter the academy.
- We kindly request all students to arrive at the studio on time for their lessons, and guardians are expected to pick up students promptly at the end of their lessons.
- The academy does not assume responsibility for the maintenance of instruments. Students are advised to seek any necessary repairs or maintenance at a musical store of their choice.
- The academy reserves the right to dismiss any student based on disciplinary concerns, disruptions during lessons, or behavior causing disturbances.
- In the event of any other event due to which physical lessons would not be possible, the term shall be conducted online.

## **Safety**

- The safety of our students is our utmost priority, which is why we have installed CCTV cameras in the studio. We are committed to transparency, and therefore, the footage from these cameras will be made available to any student or guardian upon request.
- By enrolling in our academy, you are granting consent for the use of videos and pictures taken of students, which may be shared on BAM Academy of Music's official social media channels.