



Speech, Drama & Voice Teacher

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Terms & Conditions

FEES PAYABLE

Fees shall be calculated at £30 per hour of tutoring or pro rata. Fees may be adjusted from time to time and shall become effective after having given the Student seven days' written notice. Online lessons qualify for a 10% discount.

PAYMENT

Payment shall be made no later than immediately upon completion of a lesson and can be made by cash, PayPal or debit/credit card. Online tuition must be paid for 24 hours in advance of the scheduled lesson.

LESSON CANCELLATION

The Student may cancel a lesson up to 24 hours before the scheduled time without charge. Lessons not attended or cancelled without giving prior notice to the tutor shall be charged at full rate. If the Tutor cancels a session for any reason and at any time prior to the start of the session, the Tutor agrees to refund the Student any pre-payment for that session or to apply that payment to a future session that the Tutor and the Student agree upon.

LATE ARRIVAL AND CHANGE OF SCHEDULE

Fees are calculated according to the scheduled time agreed by the Tutor and the Student. No adjustment to fees shall be made for time lost because of late arrival by the Student or early termination of a session by a Student. Any time lost because of the late arrival of the Tutor shall be compensated for by extending a lesson by mutual agreement and by such amount of time that was lost.

OBLIGATIONS OF THE TUTOR

- The Tutor undertakes to do all preparation prior to lessons and to structure lessons in such a way as to optimize time to the benefit of the Student.
- The Tutor shall keep confidential all information of the Student and shall contact other parties involved in the education of the Student only if given written permission to do so.
- The Tutor shall not assign any of his/her duties or obligations under this tutoring contract to a third party without the written permission of the Student.

OBLIGATIONS OF THE STUDENT

- The Student undertakes to assist the Tutor in identifying problem areas in which the Student needs specific tutoring.
- The Student agrees to provide their own materials needed for each tutoring session (e.g. paper, pencil etc).
- The Student agrees that assignments, exercises or homework form an integral part of tutoring and undertakes to complete such work timeously.

NO WARRANTIES

The Tutor makes no promises with regard to a Student's performance as a result of the tutoring provided.

TERMINATION

This tutoring agreement may be terminated by either party at any time by giving the other party seven days' prior written notice.

MINORS

Where the Student is a legal minor, the Parent/Guardian shall enter into this tutoring agreement on behalf of the Student and shall accept and agree to all the terms and conditions contained herein on behalf of the Student.

Tutor Signature _____ Date ____/____/____

Student Signature _____ Date ____/____/____

(or Parent/Guardian Signature if student is under age 18)

