

- **Attendance** – Lessons begin punctually at the agreed time, if the pupil is late the next lesson must commence on time to allow the following pupil to have their full lesson. In the unlikely event the tutor is late pupils will still be guaranteed the full duration of their lesson. If the pupil does not attend more than 4 consecutive lessons for any undisclosed reason and a representative of YMASC has been unable to make contact, YMASC reserve the right to allocate any relevant time slots held to another pupil.

Payment Options – Once enrolled the pupil will be issued with an invoice for the scheduled lessons in that term, please note YMASC are not able to accept weekly payments. This excludes pre-enrolment conditions. Lesson fees can be paid in the following ways:

- **Monthly** - Pay at the start of each month. All payments received by the 15th of the month will receive 10% discount. (Please Note, Advertised price is the discounted price).
- **Termly** - Pay at the start of term, before the 15th of the first month. This entitles the pupil to 20% all YMASC accessory purchases (please note this excludes instruments & books).
- **Standing Order** - A monthly date of your choice before the 15th of every month.

Cancellation Policy – No cancellations during term time are refundable. Weekly pupils are committing to 42 lessons per academic year and bi-weekly pupils 21 lessons per academic year. If the pupil cannot make a lesson a full 24 hours' notice must be given, this would then make the pupil eligible for re-scheduled lesson (Subject to availability). All lessons eligible to be re-scheduled must be attended before the start of the following term. No refunds are given if the pupil cannot make the time slots offered by the tutor or a YMS representative. Group lessons are chargeable regardless of attendance, in the unlikely event that we cancel a lesson for any reason students will be credited in the next invoice.

Extreme Weather Conditions & Unpreventable Occurrences – In the event of extreme weather conditions such as snow and unpreventable occurrences such as road closures, lessons are chargeable if the tutor is present for the lesson. If the tutor is affected and is not able to conduct the lesson it then becomes re-schedulable.

Media for Promotion & Marketing Purposes - From time to time it may be necessary for YMASC to create media such as photos or videos of pupils for promotional and marketing purposes. Images and videos of pupils may be used online via social media websites such as Facebook and Twitter and/or our website.

Lesson Termination Policy (Notice Period) - One month's written notice must be given prior to termination of music lessons. Cancellations cannot be applied during a notice period therefore any missed lesson within this period are non-refundable. YMS Canterbury reserve the right to allocate any relevant time slots you may hold to another pupil during a notice period.

Terms & Conditions Agreement - Please note by signing this form below you are in full compliance and understanding with the stated terms and conditions of YMASC referred to as 'Terms & Conditions Revised January 2020'. Please note Terms and Conditions may be amended at YMASC's discretion and are subject to change.

IF THE PUPIL ATTENDING LESSONS IS UNDER 18 YEARS OF AGE THIS FORM MUST BE SIGNED BY AN ADULT

I AGREE TO THE YMS MEDIA FOR PROMOTION & MARKETING POLICY STATED IN THE TERMS & CONDITIONS:

PUPIL NAME:.....

SIGNATURE:..... DATE:.....

- Pupil Details
- Terms & Conditions
- Payment Arrangements

ENROLMENT FORM

Term Dates 2020

SPRING TERM 2020 MONDAY 6TH JANUARY – MONDAY 30TH MARCH
 SUMMER TERM 2020 THURSDAY 16TH APRIL – WEDNESDAY 22ND JULY
 AUTUMN TERM 2020 TUESDAY 1ST SEPTEMBER - MONDAY 21ST DECEMBER

Part of the YMS



TO HELP US PROCESS YOUR DETAILS ACCURATELY PLEASE COMPLETE ALL ATTACHED FORMS IN BLOCK CAPITALS.

PUPIL DETAILS

FULL NAME: (The Pupil)		MALE / FEMALE (Please relevant field)	
PREFERRED NAME:	AGE: (if under 18)	DOB: (if under 18)	WORK NUMBER:
EMAIL ADDRESS:	MOBILE NUMBER:	ADDRESS:	
HOME NUMBER:	POST CODE:		
PLEASE STATE ANY MEDICAL CONDITIONS WHICH THE MUSIC SCHOOL SHOULD BE AWARE OF:			
PLEASE LIST ANY OTHER FAMILY MEMBERS ENROLLED AT YOUR MUSIC SCHOOL CANTERBURY:			
DATE OF FIRST LESSON:	TEACHER:	INSTRUMENT:	

YMS GROUP DATA PROTECTION POLICY.

THE DETAILS OF OUR CUSTOMERS ARE NEVER DISCLOSED OR SOLD TO THIRD PARTIES FOR MARKETING AND SPAM. YMS GROUP WILL ONLY EMAIL OUR CUSTOMERS INFORMATION FROM THE YMS GROUP OF COMPANIES. THIS COMPRISES OF YOUR MUSIC SCHOOL CANTERBURY, THEATRE TRIPS KENT AND YMS TRAVEL

INCLUDE THE EMAIL ADDRESSES PROVIDED IN PROMOTIONAL AND INFORMATIVE EMAILS FROM YMS GROUP.

YES PLEASE	<input type="checkbox"/>
NO THANKS	<input type="checkbox"/>

PERSON RESPONSIBLE FOR PAYING.

PLEASE TICK WHICH CONTACT IS RESPONSIBLE FOR PAYING FOR THE MUSIC LESSONS RELEVANT TO THE CONTACT DETAILS PROVIDED ON PAGE 2. THIS IS SO WE CAN RESPECTFULLY AND APPROPRIATELY ADDRESS THE INVOICE TO THE CORRECT INDIVIDUAL WITHOUT INCONVENIENCE FOR EITHER PARTY.

<input type="checkbox"/>	THE PUPIL
<input type="checkbox"/>	PARENT / GUARDIAN 1
<input type="checkbox"/>	PARENT / GUARDIAN 2
<input type="checkbox"/>	ADDITIONAL CONTACT

PARENT / GUARDIAN / NEXT OF KIN (1ST)

FULL NAME:		RELATION TO PUPIL:
EMAIL ADDRESS:	MOBILE NUMBER:	WORK NUMBER:
HOME NUMBER:	ADDRESS: (IF DIFFERENT FROM THE ABOVE PUPIL ADDRESS)	
		POST

PARENT / GUARDIAN / NEXT OF KIN (2ND)

FULL NAME:		RELATION TO PUPIL:
EMAIL ADDRESS:	MOBILE NUMBER:	WORK NUMBER:
HOME NUMBER:	ADDRESS: (IF DIFFERENT FROM THE ABOVE PUPIL ADDRESS)	
		POST

ADDITIONAL CONTACT DETAILS (3RD)

FULL NAME:		RELATION TO PUPIL:
EMAIL ADDRESS:	MOBILE NUMBER:	WORK NUMBER:
HOME NUMBER:	ADDRESS: (IF DIFFERENT FROM THE ABOVE PUPIL ADDRESS)	
		POST