



Terms and Conditions for Academic Year 2021-2022

Bristol Beacon Ensembles and Choirs

These terms and conditions form the basis of a contract between Bristol Beacon and parents/carers. Parents/carers are subject to and agree to these terms and conditions. Bristol Beacon reserves the right to vary these terms and conditions at any time and without notice.

1. ENROLMENT AND FEES

- 1.1 All contracts for instrumental tuition and other music activities are made with parents/carers (including pupils over 18 years).
- 1.2 Parents/Carers are required to register for an account and enrol their child through SpeedAdmin, the online portal, which will start the registration process for their child's ensemble/choir activity.
- 1.3 Once enrolled, your child's name will be held on a waiting list during the scheduling period and their place will be confirmed to you by email with details of the session(s).
- 1.4 For some ensembles/choirs an audition may be required. Your child will join the most appropriate ensemble/choir for their age and level. Their position will be decided by the Music Centre Coordinator in discussion with ensemble/choir tutors.
- 1.5 A summary of fees is available on our website <https://bristolbeacon.org/join-an-ensemble/>
- 1.6 The first instalment for the membership will be payable through your SpeedAdmin account in advance of the first session. Failure to pay may result in your child's place being withdrawn.
- 1.7 The fee for ensembles/choirs is an annual membership, payable in three equal instalments (per double term). If your child joins an ensemble/choir mid-term, the membership fee instalment for that double term will be due and no pro rata adjustments can be made.
- 1.8 In subsequent terms within the academic year your child will automatically be re-enrolled for the same activity/ies unless you cancel their place in writing before the start of the next double term. Any outstanding fees will be payable. If you fail to notify Bristol Beacon in writing you will be charged for the following double term.
- 1.9 Parents will be notified in advance of any future changes in fees which may take effect from the start of the following double term.
- 1.10 From time to time, one-off charges may be applied for additional and optional rehearsals, events or trips.

2. CANCELLATION

- 2.1 If you wish to cancel your child's place you must notify Bristol Beacon in writing to Bristol Beacon, Stanton Road, Southmead, Bristol, BS10 5SJ, or via email to bookings@bristolbeacon.org. Any outstanding fees will be payable. Verbally notifying the ensemble/choir leader does not qualify as formal notice.

3. MISSED SESSIONS/LATE ATTENDANCE

- 3.1 All Bristol Beacon ensembles/choirs rely on the commitment of all participants and staff. There is an expectation to attend all sessions/concerts and arrive on time every week. Term dates are available to view on your SpeedAdmin account.
- 3.2 Where a pupil misses a session or where the sessions have been terminated by the parent, no refunds can be given.



- 3.3 If a child will be absent from an ensemble/choir rehearsal, parents/carers must notify Bristol Beacon by emailing admin@bristolbeacon.org stating their child's name, ensemble/choir, instrument, date of absence and reason for absence.

4. BURSARIES AND REMISSIONS

- 4.1. Pupils whose family financial circumstances present a barrier to accessing music education can apply for a bursary to join one of our ensembles/choirs. The bursary covers the full cost of annual membership for a place at one of the ensembles/choirs.
- 4.2. A bursary scheme is available for ensembles/choirs and bursaries are awarded on a case-by-case basis. For further details including eligibility criteria and to apply for a bursary please see this page: <https://ukbristolbeacon.speedadmin.dk/registration#/voucher>.
- 4.3. A Mini, Junior or Senior Music Centre Passport will enable your child to attend as many different ensemble/choir rehearsals, appropriate to their age/level, as they wish during the double term, providing that appropriate standards have been reached. The passport charges can be found on the Bristol Beacon website <https://bristolbeacon.org/join-an-ensemble/>. This discount will automatically be applied to your child's account by the Music Hub Team.

5. LIABILITY

- 5.1 Bristol Beacon does not accept liability for loss or damage to your child's instruments or personal possessions. Parents/carers should arrange appropriate insurance for these items.

General Data Protection Regulations (GDPR)

For details of how Bristol Beacon manages and protects personal data please refer to the Bristol Music Trust Privacy Policy <https://bristolbeacon.org/policies/privacy-policy/>