



Terms and Conditions for Academic Year 2025-2026 Bristol Beacon Ensembles, Groups 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 out-of-school music activities are made with parents/carers (including for 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, group or 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. For other groups, your child will join the most appropriate ensemble/choir for their age and level. Their position will be decided by the relevant Ensemble Coordinator in discussion with ensemble, group & choir tutors.
- 1.5. A summary of fees is available on our website: <https://bristolbeacon.org/bursaries-discounts-and-fees/#fees>
- 1.6. The fee for ensembles, groups and choirs is an annual membership, payable in three equal instalments (per double term). If your child joins an ensemble, group or choir mid-term, the membership fee instalment for that double term will be due and no pro rata adjustments can be made.
- 1.7. 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 Failure to pay may result in your child's place being withdrawn.
- 1.8. 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. BURSARIES AND REMISSIONS

- 2.1. Free ensemble places are available to children in care and eligible families with children with an Educational Health Care Plan (ECHP).
- 2.2. Discounted and free ensemble places are also available to pupils whose family financial circumstances present a barrier to accessing music education.
- 2.3. A multi-ensemble discount of 30% will automatically be applied to any child accessing 2 or more ensembles, groups or choirs. This discount will be displayed on your termly invoice.
- 2.4. The discount application should be completed via this link and all relevant evidence must be supplied. <https://ukbristolbeacon.speedadmin.dk/registration#/voucher>
- 2.5. Supporting evidence will be requested annually.



3. CANCELLATION

- 3.1. If you wish to cancel your child's place you must notify Bristol Beacon in writing to Bristol via email to bookings@bristolbeacon.org before the beginning of the next double term.
- 3.2. Any outstanding fees will be payable if a place is cancelled part way through a double term.
- 3.3. Verbally notifying the ensemble, group or choir leader does not qualify as formal notice.

4. MISSED SESSIONS/LATE ATTENDANCE

- 4.1. All Bristol Beacon ensembles, groups and 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.
- 4.2. Due to the membership nature of ensembles, groups and choirs, where a pupil misses a session or where the sessions have been terminated by the parent, no refunds can be given.
- 4.3. If a child will be absent from an ensemble, group or choir rehearsal, parents/carers must notify Bristol Beacon with as much notice as possible by emailing ensembles@bristolbeacon.org stating their child's name, ensemble/choir, instrument, date of absence and reason for absence.

5. INSTRUMENTS/ACCESSORIES

- 5.1. Parents/carers agree to provide instruments and accessories as required. If you do not have an instrument for your child, please contact us to discuss possible hire arrangements or complete the online hire request form <https://ukbristolbeacon.speedadmin.dk/registration#/instrumenthire>

6. LIABILITY

- 6.1. 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.

7. GENERAL DATA PROTECTION REGULATIONS (GDPR)

- 7.1. 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/>