



CENTRE FOR YOUNG MUSICIANS: CARER AGREEMENT 2022- 23

Please read the following terms and conditions of your child’s place at CYM carefully and sign and date at the bottom.

- 1 I agree to pay the annual fee (subject to any agreed discount) in full (or proportion thereof if starting after the commencement of the academic year) within 30 days of receipt of invoice, or in an agreed number of instalments i.e. termly or by standing order over 10 months from October to July.
2 I understand that the full annual fee will vary according to the timetable requests I have made.
3 I understand that if I fail to pay the fees when requested, CYM is entitled to exclude my child from the course and that I will still be liable for the full annual fee.
4 I understand that if I withdraw my child from the course at any time during the year the full annual fee (or proportion of annual fees if my child started after the commencement of the academic year) will still be payable unless dispensation has been granted by the Head of CYM . (See 6 & 7 below)
5 I understand that students are expected to remain at CYM for a full academic year (or remainder of the academic year if tuition commenced after the start of the year) and that if I wish to withdraw my child at the end of the academic year notice must be given in writing to the Head of CYM no later than the 1st April. (Refer to 8 below if notification is received after this date).

CYM Notice period

- 6 I understand that, in exceptional circumstances (e.g. bereavement or material change to personal circumstances), CYM may offer fee dispensation if my child does not complete a full academic year. In the first instance, I must send a letter to the Head of CYM stating when my child will be leaving giving full details of reasons. A full term’s notice must be given, where possible. Notification of any dispensation in fees offered by the Head of Centre will be given in writing.
7 I understand that if I wish my child to discontinue an extra study a term’s notice must be given in writing to the Head of CYM. In cases of studies being discontinued at the end of the Autumn or Spring Terms and provided the correct notification is received as indicated above there will be a proportional reduction in fees. No reduction in fees will be offered if a term’s notice is not received.
8 If I wish to withdraw my child at the end of the academic year I understand that the following fees will apply if I give insufficient notice of withdrawal:
- If notice is received after 1 April up to 1 June half a term of the annual fee for the following academic year will be charged
- If notice is received after 1 June up to 1 September one full term of the annual fee for the following academic year will be charged
- If notice is received after 1 September the full annual fee for the following academic year will be charged
9 I understand that students are accepted into CYM on the condition that they make satisfactory progress and attend regularly. I understand that when students wish to be absent, permission must be requested in writing (email will suffice) and I agree to my child not arranging other activities on a term time Saturday or concert day until permission for absence has been granted by CYM.
10 I understand that CYM is unable to give permission for my child to miss concerts or important rehearsals. Leave of absence will normally be granted for days when a student is not involved in a concert, an important rehearsal, an internal assessment or other important event. Repeated absence can be detrimental to a student’s musical progress and very disruptive to ensemble work. For this reason, the Head of CYM will normally only grant a student one absence per term. Absence from Saturdays may reduce a student’s chances of participation in Chamber Music. Written requests for absence should be made as early as possible.
11 I understand that in the event of grave misconduct by my child, the Head of CYM will have the right to expel or suspend my child immediately and that in the event of such expulsion or suspension no proportion of CYM fees will be refunded. (See enclosed Code of Conduct)
12 I agree that my child will not participate in master classes or take instrumental lessons outside CYM (unless with my child’s CYM teacher) on instruments studied at CYM unless permission has been granted by the Head of CYM.

Parent/Carer Declaration:

I have read and agree to the enclosed Code of Conduct and Terms & Conditions

Signed:..... (Parent/Carer) Date: .....

Child’s name: (PRINT).....

These notes and conditions are subject to change from time to time. Parents will be notified in writing in advance of any such changes.