TERMS & CONDITIONS

Clear expectations. Better lessons.

Please read these Terms & Conditions before enrolling. They help keep everything clear and fair for everyone.

Current terms version: 17 August 2026

Submitting an enrolment enquiry requires confirmation that you have read and understood these terms. Download these terms as a PDF ↗ · Email galwaymusiclessons@gmail.com before accepting a place if anything is unclear.

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1. Payment Options

You may choose to pay:

- Monthly (in advance), or
- Termly (in advance by request).

Both monthly and termly payments operate on a rolling agreement with the Academy.

All payments must be made by the invoice due date, including monthly and termly payments. It is your responsibility to ensure invoices do not fall into arrears.

2. Payment Method (Required)

Please choose SEPA Direct Debit in your My Music Staff account as it is our preferred payment method.

We prefer SEPA Direct Debit because:

- It's secure and regulated.
- Payments are collected automatically on time.
- It avoids missed payments and late fees.
- It removes the need to remember to pay manually each month.
- Credit card fees are far too high for us to process per transaction.

A valid payment method must be entered on all accounts, before commencing lessons.

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3. Late / Failed Payments

A late fee of 5% of the invoice amount will automatically apply to any invoice that becomes 30 days overdue.

A €5 administration fee will be charged in the event of a failed or returned payment.

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4. Notice Period

We require 4 weeks' written notice if you wish to stop lessons.

This notice period allows us to:

- Adjust the calendar and lesson schedules with enough notice.
- Reallocate teacher time to other students as needed.
- Keep the timetable running efficiently for all families.

Fees remain payable during the 4-week notice period while these adjustments are made.

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5. Cancellations & Refunds

- Cancellation policy: Give us 24 hours' notice or more and we'll arrange a replacement lesson within the same term, subject to availability (up to two per term). Less than 24 hours' notice means the lesson is not replaced or credited.
- No refunds are given for lessons cancelled with less than 24 hours' notice.
- If a teacher cancels a lesson, and we cannot find a suitable substitute, you will not be charged for that lesson.

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6. September Private Lessons Tuition Reservation Fee

Each June, we apply a September Private Lessons Tuition Reservation Fee (equivalent to the first 2 weeks of the new term tuition and credited to your account – it is not an extra fee) to secure your lesson slot for the new academic year.

This fee allows us to:

- Confirm which students are definitely returning before we finalise teacher timetables.
- Protect teachers from last-minute schedule gaps.
- Plan the September schedule fairly and efficiently for all families.

The fee is handled as follows:

- If you notify us before 1st July that you will not be returning in September, the fee is fully refundable.
- If we do not receive notice by 1st July, the fee becomes non-refundable, as we will have scheduled teachers based on your child's continuation.
- If your child is continuing lessons, the fee is credited directly toward your September tuition invoice (it is not an additional charge).

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7. Behaviour

We aim to provide a positive, respectful learning environment. Students are expected to behave respectfully toward teachers and staff. Ongoing disruptive or unsafe behaviour may result in lessons being paused or discontinued.

Acceptance

By enrolling and accepting these terms, you confirm that you understand and agree to the above.