

GYA KING'S CROSS - PARENT/GUARDIAN AGREEMENT 2025/26

Please read the following terms and conditions for your child's place at GYA King's Cross.
By enrolling your child, you agree to abide by the terms outlined below.

FEES & PAYMENT

GYA King's Cross invoices for courses/classes on a termly basis.

1. **Payment Terms:** I agree to pay the course/class fees (subject to any agreed bursary support or discounts) in full, within 14 days of receiving the invoice.
If necessary, I understand that GYA King's Cross can agree to a payment instalment plan upon request.
 2. **Fee Variation:** I acknowledge that course fees may vary based on the timetable requested or offered.
 3. **Late Payment:** I understand that if I fail to pay course/class fees when requested, GYA King's Cross has the right to exclude my child from the course, and I will remain liable for the outstanding fees.
 4. **Missed Sessions:** I understand that no refund will be provided for individual sessions missed by my child for reasons such as illness, family/personal matters, other commitments, or reasons beyond the control of GYA King's Cross.
In the event that a GYA King's Cross teacher is absent, appropriate cover will be arranged.
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NOTICE PERIOD

GYA King's Cross offers a Five-Week Trial Period (outlined below and in the offer letter). After the trial period, Parent/Guardians enter into an annual 'membership agreement' with GYA King's Cross, committing to enrolment for the full academic year.

5. **Withdrawal Notice:** I understand that to withdraw my child from a course, I must provide half a term's notice in writing.
6. **Change of Tuition:** If I wish to change or discontinue individual tuition lessons, I understand that I must provide half a term's notice in writing.
7. **Withdrawal Without Notice:** I understand that if I withdraw my child from the course or individual tuition without providing the required notice, I will still be liable for tuition fees for the half term following my child's withdrawal.

In exceptional circumstances (e.g. bereavement or significant personal changes), GYA King's Cross may consider fee dispensation if the required notice is not given.

8. **Notice of Withdrawal:** I understand that I must notify the Head of Centre by email if my child is withdrawing from the course, providing full details and reason. Any dispensation of fees, if granted, will be communicated in writing to gyakingscross@gsmd.ac.uk
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FIVE-WEEK TRIAL PERIOD & GYA KING'S CROSS MEMBERSHIP AGREEMENT

(New Students Only)

GYA King's Cross offers a five-week trial period before entering into a 'membership agreement'.

9. **Deposit Payment:** I understand that the five-week deposit payment is non-refundable and non-transferable.
10. **Withdrawal Before Trial Completion:** If my child withdraws before the end of the five-week trial period, the full deposit payment will still apply.
11. **Membership Agreement:** I understand that the 'membership agreement' is with GYA King's Cross, not with individual teachers. Therefore, GYA King's Cross will allocate tutors as appropriate throughout my child's enrolment, and I acknowledge that a student's tutor may change if necessary.
12. **Enrolment in Courses & Age Groups:** I am aware that GYA King's Cross will enrol my child in age-appropriate Ensembles and Groups, in relation to school year attended.
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ATTENDANCE & DISCIPLINE

GYA King's Cross values regular attendance and expects students to behave courteously and take responsibility for their actions.

13. **Attendance:** I acknowledge the importance of regular attendance and agree to notify GYA King's Cross in writing if my child is unable to attend a session.
14. **Permission for Absence:** I agree that my child will not arrange other activities on term-time Saturdays or concert days without prior permission from the Head of GYA King's Cross.
15. **Misconduct:** I understand that in the event of serious misconduct by my child or any family member (including the parent/guardian), the Head of Centre reserves the right to withdraw or permanently exclude my child. In such cases, no portion of the fees will be refunded.
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DATA COLLECTION

For safeguarding, monitoring, and reporting purposes, GYA King's Cross requires accurate and up-to-date data for all enrolled students.

16. **Data Provision:** I agree to provide up-to-date information when requested by GYA King's Cross.

17. **Data Sharing:** I understand that my child's personal details (such as name, date of birth, and school) may be shared with the Guildhall School or used internally for monitoring and reporting purposes.
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By completing the associated enrolment form, I confirm that I have read, understood, and agree to the terms and conditions outlined above.