



Kindermusik® by Sunshine Music
Classes held at: KAZ Education Centre
Kirkham Road, Bowral. 2576
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email: tanya@sunshinemusic.com.au

Courtesy Information and Studio Policies

Choosing a Class

The age recommendations outlined for Kindermusik® classes have been constructed to best group children in an age and developmentally appropriate way. Therefore, it is important that your child be at least the minimum age by the start of term for the class in which you are enrolling. If you have concerns about your child's success in a particular age range, I am happy to discuss your child's needs and to work with you to place him/her in the class most suitable for them.

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Free Visits

At certain times throughout each session, I am happy to schedule a free visit to one of my classes. Please call for availability.

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Register Early

Although you may join our classes at any time, please register early as class sizes are limited and many fill quickly. **Registering at least three weeks prior to the beginning of term ensures that I will have your child's materials for you at his/her first class.** If you enrol after the semester begins, tuition can be pro-rated accordingly.

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Enrolment Confirmation

A registration form and deposit must be received before enrolment can be confirmed. You will receive a phone call, email or mailed notice within two weeks to confirm your registration in class. Receipts for payments will be issued at the first class together.

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Refunds

All refund requests will be considered on an individual basis. Tuition refunds or credit vouchers may be given in extenuating circumstances that require withdrawal from class. The cost of At-Home materials and a \$15 processing fee are non-refundable.

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Sick children & Missed classes

If your child is too sick to attend pre-school, then they are too sick for music classes. Please consider the wellbeing of your classmates & possibly pregnant parents. Missed classes are not refundable as the class will still be taught. If there is an alternate class available during the week, you may arrange to attend this instead.

Non-enrolled Siblings

Due to limited class sizes and the delicacy of the younger class settings, Village and Our Time classes can only accommodate non-enrolled siblings when they are young enough to stay contented with limited supervision. Older siblings may be present depending on their age – as they can't disrupt the class. This must be arranged with me prior to your enrolment.

You and your child will, however, gain the most enjoyment from his/her lesson if you are able to attend with them alone.

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Public Holidays & Pupil Free Days

Lessons will still be conducted on Pupil Free days as these are often school specific. In the event of a public holiday falling on a lesson day, these classes will be re-offered on an alternate day of that week. Every effort will be made to find the best alternate time for these classes.

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Make-up Classes

In the event of teacher illness, classes will be made up. I will notify you of the cancellation and the rescheduled class time.

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Sibling Discounts

When more than one child is enrolled per family, a sibling discount of \$10 each term is offered for tuition. If three children are enrolled, then a \$15 discount will be applied to the third enrolment. If there are siblings enrolled in the same class, then a Sibling Kit may be purchased for the At-Home materials. These kits do not include certain items which the family will already own eg. CDs or Literature books.

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Payment Options – *NOTE: All options require deposit to be paid 3 weeks prior to semester start.*

Payment Option 1:

- Payment in Full at time of Registration (\$15 early bird discount off fees if payment by this method)

Payment Option 2:

- Registration Deposit + tuition balance. Balance due by lesson 2.

Payment Option 3:

- Registration Deposit + 2 equal instalments (Instalments due by lesson 2 & lesson 7 respectively)

Costs of Courses

Note: All registration deposits must be received **THREE** weeks prior to course commencing.

<p style="text-align: center;">Village® (Newborn to 18 months)</p> <p style="text-align: center;"><u>\$165 for 9 Week Unit (One Term)</u></p> <ul style="list-style-type: none"> ▪ \$55 Materials, \$110 Tuition (\$12/lesson) ▪ Registration Deposit for Village: \$65.
<p style="text-align: center;">Our Time® (18 months to 3 Years)</p> <p style="text-align: center;"><u>\$310 for 18 Week Unit (Two Terms)</u></p> <ul style="list-style-type: none"> ▪ \$90 Materials, \$220 Tuition for 18 lessons (\$12/lesson) ▪ Registration Deposit for Our Time: \$110.
<p style="text-align: center;">Imagine That® (3 to 5 Years)</p> <p style="text-align: center;"><u>\$330 for 18 Week Unit (Two Terms)</u></p> <ul style="list-style-type: none"> ▪ \$110 Materials, \$220 Tuition for 18 lessons (\$12/lesson) ▪ Registration Deposit for Imagine That: \$130. <p><i>^NOTE: Returning students' materials are only \$95 as they don't require a bag. Total cost is therefore only \$315.</i></p>
<p style="text-align: center;">Family Time® (multi-age class)</p> <p style="text-align: center;"><u>\$450 for 18 week Unit (Two Terms)</u> <u>– multiple siblings in the same class</u></p> <ul style="list-style-type: none"> ▪ \$110 Materials, \$340 Tuition for 18 lessons (\$19/lesson) ▪ Registration Deposit for Family Time: \$150. ▪ <i>^NOTE: the cost is the same per family regardless of whether there are 2,3 or more siblings attending the same class. Additional instruments may be purchased if desired.</i>
<p style="text-align: center;"><u>Payment Options for all Courses:</u></p> <p><u>Option 1: Payment in full*</u> (*\$15 early bird discount if paid in full by the cut-off date – discount not available for VILLAGE)</p> <p><u>Option 2:</u></p> <ul style="list-style-type: none"> ▪ Registration Deposit – this is non-refundable and covers the cost of materials & Administration. ▪ Balance Due lesson 2 (\$100 for Village, \$200 for Our Time & Imagine That, \$300 for Family Time) <p><u>Option 3:</u></p> <ul style="list-style-type: none"> ▪ Registration Deposit – this is non-refundable and covers the cost of materials & Administration. ▪ Payment due lesson 2 (\$100 for Our Time & Imagine That, \$150 for Family Time) ▪ Final payment due lesson 7 (\$100 for Our Time & Imagine That, \$150 for Family Time)

Methods of Payment

Payments can be made by Cash, Cheque or Direct Bank Deposit (preferred method). If paying by Direct Deposit, please ask for account details.

Please make all cheques payable to TANYA GOODMAN.

Unfortunately cheques written to Sunshine Music cannot be accepted

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Making the Most of Kindermusik® Classes

Please aim to arrive for your class approx 5-10 minutes early. This will allow your child to explore the instruments and materials to be used in the following lesson and settle into the new environment. It will also ensure that everyone is ready to join in the Welcome Song at the commencement of the class.

Please dress comfortably for class. Parents attend and participate in the entire class for *Village®* and *Our Time®* classes. For *Imagine That®* parents must remain on the premises (for health & safety reasons), tea & coffee is provided nearby, so enjoy the chance to get to know the other parents. Adults join in the class activities during the last 15 minutes for sharing time.

Where possible, it is also requested that bottles, snacks and toys are left outside the classroom.

The most important thing that you can do for your child is to be an active and patient role model. Children will learn and participate in many different ways, and some children may take a number of weeks before feeling comfortable in class. They are still absorbing the activities and music in class, even if they don't seem to be participating in the activities. They may relax and participate more fully when at home and listening to the At-Home materials. You and your child will benefit enormously from the At-Home Materials. Additional listening throughout the week will help with the child's comfort and participation in the classroom.

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Please do not hesitate to contact me by email or telephone if I can be of any further assistance. I am happy to answer any concerns or queries you may have regarding Kindermusik® classes.

I look forward to having you and your child join us for a great semester of music making.