

TERMS AND CONDITIONS FOR TUITION WITH KINGA KRUPA MUSIC

The following Terms and Conditions apply to all lesson agreements between Kinga Krupa Music ("KKM", "Kinga") and the parent(s)/caregiver(s) of the pupil, or the adult pupil where applicable. Lessons may be taught by Kinga Krupa or by another suitably qualified teacher engaged by KKM (collectively referred to in these Terms and Conditions as the "KKM teacher").

For the purposes of these Terms and Conditions:

- "KKM" refers to Kinga Krupa Music as the provider of tuition and related services.
- "Kinga" refers to Kinga Krupa personally.
- "KKM teacher" refers to any teacher engaged by KKM to provide tuition, including Kinga where applicable.

1. Term Dates

1a. Teaching weeks with KKM roughly adhere to the New Zealand Ministry of Education School Terms. However, there are occasional differences, and the term dates are sent out before every term begins.

1b. At all times it is the responsibility of the pupil to be aware of the first and last dates of tuition weeks.

2. Communications

2a. All correspondence is sent out to the pupil by email/text message/Facebook messenger or WhatsApp. If this causes a problem, please let Kinga know.

2b. It is the responsibility of the pupil to make Kinga aware of any changes to their contact details. KKM will not be held responsible for any missed communications, late/overdue payments, missed lessons, etc. if this is due to incorrect contact information.

3. Timetabling of Lessons

3a. The pupil will be informed of the lesson day, time, and the date of their first lesson before their teaching commences.

3b. If the agreed lesson times or days need to be changed, the pupil will be contacted as far in advance as possible and alternative arrangements will be made to continue the lessons at times that are mutually suitable for the pupil and KKM teacher.

4. Absences

4a. Individual lessons

4a.i. If the pupil is unable to attend a lesson, please let Kinga know at the earliest time possible, in writing. If the pupil is less than 16 years old, the notice must be given by their parent/caregiver.

4a.ii. Where less than 24-hours' notice is given for missing a lesson no catch-up lesson will be given. This lesson is considered forfeited.

4a.iii. Where at least 24-hours' notice of the intended absence is given, this is deemed an "explained absence."

4a.iv. KKM will offer one replacement (catch-up) lesson per term for an explained absence that has been notified in advance.

For students taught by a KKM teacher, replacement lessons will be held on the last Saturday of each term (unless otherwise advised), between 10.00 am and 2.00 pm, and will be allocated on a first come, first served basis. Once all available time slots have been filled, no further replacement lessons will be available for that term.

For students taught by Kinga, replacement lessons will be arranged individually.

4b. Group lessons

4b.i. No missed lessons will be rescheduled due to the nature of group lessons.

4c. KKM teacher's absences and unavoidable cancellations.

4c.i. If the assigned KKM teacher is unable to teach, KKM will arrange either:

- a replacement lesson at a mutually agreed time; or
- a suitably qualified substitute teacher.

5. Duration of the lesson agreement - ongoing

5a. The lesson agreement between KKM and the pupil is a rolling agreement that continues into each new term and new year.

5b. The pupils are emailed their invoices towards the end of each term in respect of the following term's lessons, until a cancellation notice is received, as discussed below.

6. Cancelling the lesson agreement – pupil opt out of the lesson agreement with KKM

6a. If the pupil wishes to cancel the lesson agreement with KKM, written notice must be received by Kinga at least two weeks prior to the intended last lesson.

6b. If the pupil is unable to give two weeks' notice, they will be charged a late notice fee equivalent to two weeks of lessons (or if only one week's notice is given, a late notice fee equivalent to the cost of one week's lessons will be charged).

6c. Exceptions on medical grounds may be made to this as decided by Kinga.

6d. If KKM has to cancel a lesson agreement, Kinga will endeavour to give two weeks' notice to the pupil. Any lessons remaining after the term end date will be credited to the pupil's account if payment has already been made.

7. Payments

7a. The pupil will be billed for each future term in full towards the end of the preceding term.

7b. Full payment must be received before the new term starts.

7c. Payments should be made to the following KKM bank account:

Westpac account number – 03-1526-0041880-000.

Please use the name and surname of the pupil and the invoice number (shown on KKM's invoice) as a reference.

7d. New pupils will receive an invoice when their enrolment is processed.

7e. If the pupil commences lessons part way through a term, the remainder of that term will be billed in full, and payment must be received within two weeks of invoice being issued.

8. Photography & Filming

8a. KKM and its authorised representatives may photograph or film pupils during lessons, concerts, or other KKM events for appropriate educational and promotional purposes.

8b. The pupil (or their parent/caregiver if the pupil is under 18 years of age) may withdraw consent to the use of such images or recordings at any time by notifying KKM in writing.

9. Changes to the Terms and Conditions

9a. The Terms and Conditions described above are agreed to upon enrolment and may be changed at any point by KKM with providing notice to the pupil. A copy of the Terms and Conditions will always be available on the website and may be emailed to the pupil on request.

Effective from: August 2026

Contact details:

Kinga Krupa

+64 21 084 37037

Email: info@kingakrupamusic.com

Website: www.kingakrupamusic.com