

Thank you for participating in our programs here at Discover Music And Art where imaginations are fostered in our bright, beautiful studio located in the heart of Dedham Square.

We are dedicated to inspiring artistic expression, learning and enrichment for all of our students.



Policies

Refunds

Private instruction: Prorated refunds are available if notice of withdrawal is given to the DMA office before the fourth lesson of the term. No refunds will be given after the fourth lesson.

Failure to attend private lessons without proper withdrawal does not release a student from the responsibility to pay lesson fees. Instructor will wait 10 minutes for a student and students are asked to do the same for instructor.

Group classes: No refunds given after first day of instruction.

\$10 registration fee and any material fees are non-refundable.

DMA reserves the right to cancel courses if enrollment is below an acceptable minimum.

In this case, ALL fees will be refunded.

Make-Up Classes

One make-up lesson per 16 week term will be given for **private lessons** at the end of the term.

No refunds or credit to the next term will be made for any additional missed lessons.

All teacher absences will be made up.

Music Together students are allowed two make-up classes per term and can be arranged by using the online make-up scheduler.

Payment Plans for Private Instruction

DMA offers monthly automatic payment plans. A \$10 fee per term will be added to the tuition.

Returned Check Policy

DMA charges a \$25 fee for any returned checks.

Weather Cancellations

On weekdays during the school year, in Dedham, DMA follows the Dedham Public School closings and delays regarding inclement weather.

For recorded information on late-day or weekend storms, closings will be posted on our website, facebook page, twitter or call the DMA office at (781) 619-6527 after 8:00 am.

Instructors may make an individual decision to cancel classes due to bad weather, in which case you will receive a call from the DMA office or from the instructor directly.

DMA offers ONE snow day make up.

Security & Caregivers Policy

DMA assumes no liability for students before or following a scheduled class or lesson. A parent or caregiver **MUST** accompany students under the age of 16 at all times prior to and following a scheduled class or lesson. In the event of a late pick up, a 10 minute grace period will be allowed, after which a \$25 fine will be charged.

Use of Photographs and Videos

DMA may take photographs of classes, lessons, recitals and events for promotional use in on-line and print materials. It is our policy not to include the names of children in any captions. If you would like us to **NOT** use any images of yourself or a family member, please let us know in **writing or by email**.

Instructor Changes

DMA reserves the right to make course and/or instructor changes at any time.

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