## **Cancellation Policy**

Music and Arts, 2022

Staffing for Music and Arts programs are dependent on enrollment numbers. Once we receive your registration forms, we use enrollment numbers to understand how staff can best support clients during these programs. By registering for these programs, you are committing to helping us ensure that we are able to provide the best quality program for all participants. If you decide to cancel your enrollment, please understand the following policy:

Program cancellations must be received <u>at least two weeks before the program start date</u> to receive a refund. A \$50 service charge will be deducted. For cancellations received less than two weeks prior to the start date, the full cost will be charged. In the event of extenuating circumstances, refunds may be individually assessed by managers.

## **One-to-One Music Classes**

Please note that one-to-one Adapted Music Education and therapy require 24-hour cancellation notice to reschedule, otherwise the session is forfeit. The sessions must be completed within a single season and cannot be carried over to the next season. At the beginning of a season, the music teacher or therapist will talk to you about options for one make-up session. Virtual sessions will be available if client is unable to attend sessions. Please be in contact if your child cannot attend a session. Additional make-up sessions may be available based on circumstances and therapist capacity.

TIP: For returning clients, if you are interested in 1:1 and it is not available during the time you want, try a group program (if available)!

Once enrolled, staff will work with the client and family to ensure their identified support needs are met. However, when all possible options have been exhausted, it may be determined that we are unable to meet their needs and participation in the program is not able to continue. Any decision such as this will be made in collaboration with family, clients, program staff and the program manager.

## **Financial Assistance**

Financial assistance for program fees and/or 1:1 support may be available for registered clients of Holland Bloorview. Please contact the Family Support Fund at 416-425-6220 ext. 6303, email <a href="mailto:fsfdoc@hollandbloorview.ca">fsfdoc@hollandbloorview.ca</a> or visit <a href="https://hollandbloorview.ca/our-services/family-workshops-resources/holland-bloorview-family-support-fund">https://hollandbloorview.ca/our-services/family-workshops-resources/holland-bloorview-family-support-fund</a> for more information.

## **Contact us**

If you have questions, please call us at 416-425-6220 ext. 3317 or send an email to <a href="mailto:musicandart@hollandbloorview.ca">musicandart@hollandbloorview.ca</a>

