



Annesley Junior School

INSTRUMENTAL MUSIC PROGRAM - 2019

Introduction

Music is an important part of school life at Annesley Junior School and students are encouraged to learn and enjoy playing a musical instrument. Hallmark Studio provides our instrumental tuition and engages professional and experienced tutors in a range of musical instruments.

Tuition Available

In 2019 tuition will be offered in Piano, Violin, Viola, Cello, Voice, Guitar (both acoustic and electric), Drums, Flute, Recorder, Fife.

Music Tutors

Hallmark Studio is committed to providing the best music tutors available. However, there may be limited access to some instrumental lessons as this will be dependent on the availability of suitable instrumental teachers.

Annesley Junior School acts as an intermediary in an arrangement between Hallmark Studio and parents. Instrumental teachers are not employed directly by the school but use the school facilities for their teaching.

Enrolment and Tuition Fees

The enrolment form for instrumental/voice lessons is at the back of this booklet.

It is expected that students make a commitment to learning their instrument for at least one semester. Instrumental lessons are 30 minutes duration and are given within normal school hours. Younger students – 4 and 5 year olds may be offered 15 minute lessons initially.

| | | |
|--------------------|------------------|--------------------------------|
| Fees for 2019 are: | 30 minute lesson | \$29.00 per student per lesson |
| | 15 minute lesson | \$19.00 per student per lesson |

Students are provided weekly lessons up to a maximum of 10 lessons per term. (On average there are usually 8 lessons per term.)

Group lessons may be available for all instruments except piano. This depends on the number of interested students. Groups consist of 2-3 students and cost \$19.00 per student per lesson.

Tuition fees are invoiced directly by the tutor at the beginning of each term or semester and are payable within 14 days. Please note that music tutors are NOT employed by the school so fees must be paid to the respective tutor. The school will not be responsible for monies brought to school by students for their instrumental tutors. Should fees not be paid on time, the tutor will make any necessary arrangement with external providers to recover the tuition and any associated debt collection fees from the parent/caregiver.

The tuition fee does not include instrumental hire.

Instrumental students should return the enrolment form to the School Receptionist at the Front Office.

Timetables

Instrumental lessons are not part of the normal school timetable. Consequently, it is usual for students to miss 30 minutes of a classroom lesson to attend an instrumental/voice lesson. Instrumental timetables are coordinated in consultation with class teachers and instrumental teachers. Any queries concerning lesson times should be directed to the tutor or to the School Receptionist.

Lesson times are designated using the following priority order for students:

Year R - 7 Lessons are on the same day each week on a rotating basis, so each week the lesson will be at a different time. (Tutors will collect and return students to and from class.)

Instrumental Lesson Diaries

All students will be issued with a music diary. Students are expected to take their diary to music lessons, and to write in their lesson times. Parents should read and sign the diary each week, and use this as a means of communicating with the instrumental teacher.

Conditions of Tuition

When a student is enrolled in the Instrumental Program it is expected that they attend ALL instrumental/voice lessons. If a student is to be absent from their lesson for any reason (e.g. an excursion or class test), the tutor should be given as much notice as possible so that an alternative lesson time can be arranged. If a child is absent because of illness the tutor should be contacted directly or Reception should be notified before 8.30am to advise that the child is unable to attend their scheduled music lesson.

Please note that catch up lesson times are to be negotiated with the tutor and are dependent on the tutors availability. The tutor is not obliged to reschedule forgotten lessons or any absences where they have not been given prior notification. Under these circumstances parents will be charged for the lesson missed.

Discontinuation

Students who wish to discontinue lessons must give a term's notice in writing. If lessons are discontinued without notice a full term's fees are payable.

In general, students must maintain their commitment until the end of the term. If there are special circumstances where a student must discontinue immediately, the music tutor should be consulted and the School should be notified. The tutor is not obliged to refund any of the fees.



Annesley Junior School

INSTRUMENTAL / VOICE TUITION ENROLMENT FORM 2019

Student Details

Student Name: _____ Year Level: _____

Instrument: _____

Has the above mentioned student previously learnt an instrument or had voice lessons? Yes No

If you answered yes to the above question, please provide further details:

Type of instrument: _____

Duration: _____

Teacher: _____

Students approximate AMEB Standard (if appropriate): _____

Please list any choir/orchestra/ensemble experience or other applicable musical background:

Parent/Caregiver Contact Details

Parent/Caregiver Name: _____

(Details of person responsible for payment of Tuition Fees)

Phone No.: _____

Email Address: _____

Preferred correspondence for invoices: Email Hard Copy

Please read and sign the following agreement and return our completed form to the School Receptionist at the Front Office.

2019 INSTRUMENTAL MUSIC PROGRAM AGREEMENT

I agree to the following conditions:

| | | |
|--------------------|------------------|--------------------------------|
| Fees for 2019 are: | 30 minute lesson | \$29.00 per student per lesson |
| | 15 minute lesson | \$19.00 per student per lesson |

Fees will be billed per school term.

I agree to required books/equipment (up to the value of \$20 each) being placed on your student account.

I understand that instrumental/voice lessons are provided during normal school hours and consequently it is usual for students to miss 30 minutes of classroom lesson time.

Payment of accounts is in advance for one term. Accounts will be sent at the beginning of the term or semester and are due and payable within 14 days.

I UNDERSTAND THAT SHOULD I WISH TO CANCEL TUITION, WRITTEN NOTICE MUST BE GIVEN OTHERWISE A TERM'S INSTRUMENTAL/VOICE TUITION FEES WILL BE CHARGED.

In general, students who wish to discontinue lessons must maintain their commitment until the end of the term. If after consultation with the tutor they discontinue immediately, no refund will be given. In the event of a prolonged illness or incapacity of the student or music tutor, either party may terminate the agreement without further liability.

Missed lessons: If the student is to be absent for any reason (including school excursions and official school functions), the parents must ring the tutor direct, either at school or home, or School Reception on 8422 2288 prior to the lesson time. The tutor is under no obligation to make up the lesson although an attempt will be made if sufficient notice has been given and other students and class teachers are not inconvenienced. If a student forgets their lesson or instrument the responsibility is the student's and it will be regarded as a 'missed lesson' which will not be made up.

If the music tutor is ill, the school will be informed by 8.30 am on the day of absence and will pass on the information to the student concerned. The tutor will arrange with the parents of the student to either make up the missed lesson or credit it to the next term's account.

This agreement shall continue from term to term and must be renewed at the beginning of each year (if applicable).

I agree to the conditions of hire of instruments as stated in the "Instrumental Music Program Booklet".

SIGNATURE (Parent/Guardian): _____ Date: _____



Annesley Junior School

EXPRESSION OF INTEREST INSTRUMENTAL MUSIC PROGRAM - 2019

Student Details

Student Name: _____ Year Level: _____

Please specify below the instrument you wish to learn:

*Available for **ELC and Primary School** Students:*

Piano Violin Voice Flute/Fife/Recorder

*Available for **Primary School** Students Only:*

Drums Electric Guitar Acoustic Guitar

Will you need to hire an instrument in 2019: Yes No

Please note that some instruments are not suitable for some students due to the size limitations. The above year level restrictions are a guide only and each student will need to be assessed for suitability for larger instruments.

For ELC Students Only

I, _____, consent for my child, _____, to leave the ELC to attend the music lesson with the instrumental teacher. I understand the instrumental teacher will escort my child to and from the lesson. Not all tutors are available on each day, therefore, the day on which the student attends will need to coincide with the day the tutor provides lessons at Annesley.

Signed: _____.

PLEASE RETURN THIS COMPLETED FORM TO THE SCHOOL RECEPTION