



April 2015

Instrumental Music Lessons – 2015/16

The school has to book its peripatetic teachers for the next academic year and is pleased to offer pupils the opportunity to **either start learning an instrument or to continue with lessons**. We are fortunate in having an excellent team of dedicated teachers offering weekly tuition in the following wide range of instruments:

Brass (cornet, trumpet, trombone, French horn, euphonium),
Woodwind (flute, oboe, clarinet, saxophone)
Guitar (acoustic)
Keyboard
Recorder
Violin
Piano
Percussion (drum kit)

Music makes a valuable contribution to the life of our school and we subsidise music lessons in order to keep the cost down for parents. For the academic year 2015/16 we are asking for the following parental contribution:

Individual 20 minute lessons	£132.00	per term
Groups of 3 or 4 - 30 minute lessons	£66.00	per term

Please note that piano/keyboard and violin can only be booked as an individual lesson (i.e. no group lessons are available) and flute can only be offered to children in Year 5 and Year 6. Please contact the school should you require information on buying/hiring musical instruments. Please do not hire/buy musical instruments before you have contacted the school/music teacher.

Please be aware that the school has to book blocks of tutor time with the Area Music Centre. Although we operate a rotation system (within those blocks), your child's music lesson could frequently take place during the daily English and Maths lessons.

Further terms and conditions including the Remission of Fees are shown overleaf.

If you are interested in your child beginning or continuing lessons, please complete the attached form and return with the money (cheques should be made payable to The Thomas Coram CE School) **by Tuesday 30 June 2015** so that arrangements for September can be finalised.

Please see our Terms and Conditions 2015/16



April 2015

Music Tuition Terms and Conditions 2015/16

1. Payment

Autumn term – payment with application form. Cheques made payable to The Thomas Coram CE School and will be banked in July.

Spring and Summer Term – payment on receipt of invoice can be made by cheque or through Wisepay (the school's on-line payment service). Invoices are usually raised at least 4 weeks in advance.

Music fees will change during the academic year 2015/16 **only** if the Herts Music Service revises its charges to schools.

2. Number of lessons

The fees are for a **minimum** of 30 lessons and a maximum of 33 per academic year, payable in advance and any lessons missed by pupils through no fault of the school will be forfeited.

3. Remission of Fees

Hertfordshire County Council runs a scheme for the remission of music fees for parents facing financial difficulties.

There is a charge of £20.00 per term for those families applying for 100% remission of fees. An individual 20 minute lesson is the maximum lesson available under this scheme.

There are strict deadlines by when applications must be made and if you would like to clarify your eligibility or to be considered, please indicate on the attached application form **and** contact Children's Services at www.hertsdirect.org or telephone 0300 1234048.

There is an expectation that pupils in receipt of remission of fees will attend regularly and the school sends a copy of the attendance register to the Herts Music Service at the end of each term. Pupils who have a poor attendance record may have their remission of fees cancelled.

4. Termination of music lessons

The school is required to give our peripatetic teachers notice of changes to their contracts and, therefore, parents are asked to give the school written notice of cancellation by the dates shown below, or make a payment in lieu. A letter will be sent to confirm cancellation and only then are the lessons cancelled.

Spring Term 2016 cancellation by Monday 19 October 2015

Summer Term 2016 cancellation by Monday 8 February 2016

5. Insurance of Musical Instruments

Parents must ensure that their child's instrument is adequately insured as they are brought onto school premises entirely at the owners' risk.

6. Please be aware that the school has to book blocks of tutor time with the Area Music Centre. Although we operate a rotation system (within those blocks), your child's music lesson could frequently take place during the daily English and Maths lessons.



Application for Music Tuition

Name of Pupil Class

Name and address to whom receipts/invoices should be sent

Instrument requested

Has your child previously received music lessons? Yes No (please delete as applicable)

Instrument..... Grade.....

Type of lesson requested

1. 20 minute individual lesson at £132.00
2. Group lesson at £66.00

Payment

i) Please find enclosed £
(cheque made payable to The Thomas Coram CE School)

or

ii) I confirm that I have applied to Herts County Council for remission of fees

Date applied.....

I confirm that I have read and that I agree to the terms and conditions as set out in the music tuition letter dated April 2015.

Signature

Date

For Office Use only			
	Autumn	Spring	Summer
Invoice No.			
Date			
Fee Payable			
Receipt No.			
Date			