



Our ref : 0614/CJB/ad

Headteacher Tracy Harris BA(Hons)  
Deputy Head David Hallsworth BEd(Hons)

May 2018



Dear Parent/Carer

## Year 7 Endangered Instrument Scheme

I am writing to let you know that the Endangered Instrument Scheme that your daughter has been involved in is coming to an end. I sincerely hope that she has enjoyed her lessons and that it has been a springboard into her wishing to continue.

If your daughter does wish to continue with lessons we will need a completed Lesson Request Form and I attach a form to this letter for your convenience.

The lessons are paid for partly by the school and partly by parental contribution. Currently the contribution is £330 per annum payable in termly instalments of £110. The lessons last 20 minutes and are one-to-one with the teacher. Payment is due **prior** to the beginning of each term. If you are in receipt of government benefit or assistance such as Income Support and would like to discuss possible funding I would recommend that you contact The Richard Ely Trust and/or SoundStorm for further information.

If you require any further information please do not hesitate to contact me at school.

Yours sincerely

Mr Chris Block  
Director of Music

*If you would like this information in large print, Braille, on audio tape or in your language,  
please contact the school office and we will be happy to help.*

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# Instrumental Music Tuition Request Form

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## From September 2018

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Student's Name: ..... Tutor Group : .....

Parkstone offers instrumental lessons on all woodwind, string, brass and percussion instruments, saxophone, piano and classical guitar. These lessons are paid for partly by the school and partly by parental contribution. Currently the contribution is £330 per annum payable in termly instalments of £110. The lessons last 20 minutes and are one-to-one with the teacher. Payment is due **prior** to the beginning of each term.

Please indicate Instruments being learned at the moment (please include approximate grades/levels attained).

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If you wish your daughter to receive lessons at Parkstone, please tick the appropriate box. We will accommodate as many students as possible, all others will be placed on a waiting list. Lessons are offered on the following instruments:

**Please note: we do not offer keyboard lessons, but do give piano lessons**

Instrument	Lesson Requested	Instrument	Lesson Requested
Bass Guitar/Classical Guitar		Piano	
Bassoon		Saxophone	
Cello		Singing	
Clarinet		Trombone	
Double Bass		Trumpet	
Drum Kit		Tuba	
Flute		Viola	
French horn		Violin	
Oboe			

We will offer lessons whenever there is space available, but please also be aware that your daughter's name may be put on a waiting list until a space arises. In this instance you will not be invoiced until lessons become available.

Please note, if appropriate, extra-curricular musical activities participated in both in and outside school:

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Does your daughter require the hire of an instrument?                      Yes / No

*(Instruments are hired from the music hub for which there is a separate charge. For up to date prices visit <http://soundstorm-music.org.uk/music-education-hub/instrument-loans/>)*

# Agreement to Terms & Conditions for Instrumental Music Tuition at Parkstone Grammar School 2018-19



**Name of Student:** ..... **Instrument(s):** .....

By signing this form you are agreeing to the terms and conditions for instrumental/singing lessons, as set out by Parkstone Grammar School.

**Parkstone Grammar School agrees to:**

- Provide 10 lessons per term on a one to one basis
- Offer lessons on a rota system
- Process all examination entry payments
- Maintain regular contact with parents regarding payments and attendance issues

**As a student I agree to:**

- Attend lessons at set times as detailed in the timetable
- Always arrive on time for the lesson and bring a notebook and instrument as required
- Practice in between lessons in accordance with the tutor’s recommendation
- Participate in school music clubs when considered proficient by the tutor
- Notify the class teachers well in advance of need to leave their lesson

Signed: ..... Date: .....

**As a parent/carer I understand that:**

- Fees for tuition are payable termly, in advance and within 2 weeks of receipt of invoice
- Lessons will not commence until payment has been received but will still be chargeable
- To stop lessons notice must be given in writing to Mr Block, Director of Music, and no later than the following deadlines:

When you wish to stop lessons	Deadline for written notice
End of the 1 <sup>st</sup> Autumn half term	9am on the last day of the summer term
End of the Autumn term	9am on the Friday before October half-term
End of the 1 <sup>st</sup> Spring half term	9am on the last day of the autumn term
End of the Spring term	9am on the Friday before February half-term
End of the 1 <sup>st</sup> Summer half term	9am on the last day of the spring term
End of the Summer term	9am on the Friday before May half-term

- If insufficient notice is given lessons for the following period will still be chargeable

**As a parent/carer I agree to:**

- Ensure that my daughter has the necessary instrument/book with her
- Encourage my daughter to practice in between lesson in accordance with the tutor’s recommendation
- Encourage my daughter to participate in school music clubs when considered proficient by the tutor
- Give notice in writing to Mr C Block, Director of Music, to stop lessons

Signed: ..... Date: .....

**Please complete and return to Mr Block with Music Tuition Request Form**