

The Marist School Music Department

Instrumental/ Vocal Tuition PREP PHASE

If you wish your daughter to receive instrumental / vocal tuition, please read the terms and conditions below and complete the form.

Tuition is available in the following instruments						
Year 1	Piano*		Violin		-	
Year 2	Piano*		Violin		Cello	-
Years 3-6	Bassoon		Flute		Oboe	Saxophone
	Ukulele		Cello		Guitar	Trumpet
	Trombone		Violin		Clarinet	Keyboard
	Piano*					
Years 4-6	Singing					

*If you wish for your daughter to take piano or keyboard lessons there must be a piano or keyboard at home for her to practice on.

With all other instruments, it would be advisable to discuss purchase or hire of the instrument with the instrumental teacher as soon as possible.

Lesson	Cost per term	Please choose
Individual Lesson	£280.00	
Duo Lessons (2 students)	£205.00	
Student Name:		
Form Group:		
Home telephone number:		
Mobile Number:		
Parental email address:		
Please indicate if your daughter is a beginner: <input type="checkbox"/> If no state any qualifications / grades.		

Terms & Conditions of Instrument / Vocal Tuition

1. Fees are based on a lesson of 35 minutes, at a rate determined yearly by the Governors of the school. A total of 27 lessons per year are normally offered, but the termly distribution of these may vary and there are certain weeks when instrumental lessons will not be scheduled e.g. Term 1 = 10 lessons, Term 2 = 9 lessons, Term 3 = 8 lessons. Lessons will be billed in a series of nine per term.

2. Prep pupils, lessons will be on a rotating basis, and teachers will endeavour to avoid Math and English lessons for years 5 and 6. For all senior pupils up to and including Year 9, lessons will continue to operate on a 5 weekly rotational basis. Pupils will attend their instrumental lessons at a different time each week. They would therefore for example miss some of French (a 55 minute lesson) and some of Geography one week (Week A) and then some of Latin and History the next week (Week B). For pupils in Years 10–13, the school will endeavour, but not guarantee, to provide lessons outside of academic lesson times. Pupils are expected to check the timetables and catch up any work missed from academic lessons.

3. Lessons may be reassigned among terms and extra lessons may be taught by agreement with the teacher.

4. The teacher will keep a register which will be completed each lesson. All students must have a practice notebook which is brought to every lesson and will be signed and dated by the teacher. This is a record of lessons taught and student attendance.

5. Prep School students will be collected and signed out of their classroom by their instrumental teacher. It is the pupil's responsibility to remember their instrument, music text book and a notebook each lesson. In the Senior School it is the pupil's responsibility to check the timetable weekly and attend the lessons at the time arranged. Timetables are displayed in the main music reception at both schools. A lesson will be rearranged only because of tutor's absence or prearranged school events such as trips where at least two weeks' notice has been given to the instrumental tutor. A lesson missed for any reason other than the above will not be replaced. In unforeseen circumstances of school closure, e.g. extreme weather conditions, fees will continue to be charged.

6. If a teacher is ill or unable to teach on the usual day, the teacher will make up the lesson at another time. If this has not been possible, the final term's bill will be amended accordingly.

7. Senior School pupils will continue to attend Instrumental / theory lessons during study leave and exam sessions. Pupils should give their exam timetable to the teacher at least two weeks in advance, to enable lessons to be scheduled.

8. A full term's notice must be given in writing to the Head of Music at the appropriate school if the lessons are to be terminated i.e. before the 1st day of a term to stop lessons at the end of that same term. Fees in lieu of notice will be charged if the required notice is not given. Fees are invoiced in advance on a termly basis by the Bursar's department.

9. When transitioning from the Prep to the Senior School it will be assumed by the Music Department that instrumental lessons will continue with the same teacher in Year 7, UNLESS notice of termination is given to the Head of Music at the Prep School in writing as per bullet point 8 above.

10. Students having instrumental/vocal lessons are expected to contribute to the musical extra-curricular life of the school.

11. Instrumental/ vocal examination fees are payable unless the student is unwell and can produce a medical certificate.

I confirm that I have read, understood and accept the terms and conditions for instrumental/vocal lessons.	
Parent Name	
Parental Signature	
Date	
Office Use Only	
Date Received	
Date acknowledged and signed copy emailed to parents	