

**The Marist School Music Department**  
**Instrumental/Vocal Tuition**  
**PREP SCHOOL**

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	Flute		Oboe		Clarinet		Saxophone
	Violin		Viola		Cello		Double Bass
	Trumpet		French Horn		Trombone		Tuba
	Piano*		Guitar		Ukulele		Drum kit / Percussion
Years 4-6	Singing						

\*If you wish 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, please discuss purchase or hire of the instrument with the instrumental teacher or the Director of Music as soon as possible.

Lesson	Cost per term	Please tick
Individual instrumental lessons	£352.00 (inclusive of VAT)	
Student Name:		
Class / teacher:		
Home telephone number:		
Mobile Number:		
Parental email address:		
Please indicate if your daughter is a beginner; if not, please state any qualifications / grades obtained:		

*Feet on the ground. Reaching for the stars.*

## Terms & Conditions of Instrumental/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. For all pupils up to and including Year 10, lessons will operate on a rotational basis and will be sent to parents through the PracticePal app and email notification system. Pupils will attend their instrumental lessons at a different time each week, and teachers will endeavour not to timetable a pupil during the same academic lesson more than once a term. For pupils in Years 11–13, the school will aim, but not guarantee, to provide lessons outside of academic lesson times.
3. Lessons may be reassigned among terms and extra lessons may be taught by agreement with the teacher and billed accordingly. Teachers are not permitted to make private arrangements with pupils. The teacher will keep a register on PracticePal which will be completed each lesson and will update PracticePal at the end of the lesson with details of work completed and practice notes.
4. Prep School students will be collected and signed out of their classroom by their instrumental or vocal teacher. It is the pupil's responsibility to remember their instrument and music for each lesson. In the Senior School it is the pupil's responsibility to excuse themselves from class and attend the lessons at the time arranged. Class and subject teachers receive an email every day with details of the pupils who will be attending music lessons during class time. 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.
5. 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. Pupils who start lessons mid-term will also be billed only for the lessons taught from the time of starting.
6. Senior School pupils will continue to attend instrumental and theory lessons during study leave and exam sessions. Pupils should discuss their exam timetable with their teacher at least two weeks in advance, to enable lessons to be scheduled.
7. A full term's notice must be given in writing to the Director of Music 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.

8. 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 Director of Music in writing as per bullet point 8 above.
9. Students having instrumental/vocal lessons are expected to contribute to the musical extra-curricular life of the school.
10. 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	

Revision date: 13/02/2025