Cannon Lane Primary School

Instrumental Lessons Agreement

2019/20 Academic Year

INTRODUCTION

Music is enjoyed by all at Cannon Lane Primary School. Children across the school participate in performing, creating and responding to music.

In addition, children in years 3 to 6 have the opportunity to undertake instrumental lessons at school.

This Agreement sets out the terms and conditions for instrumental lessons, including details of charges and instrument hire.

Before instrumental lessons can commence, the Agreement must be signed by a parent/guardian and returned to the school office.

INSTRUMENTAL LESSONS

Tuition is available in the following instruments:

- Violin
- Viola
- Cello
- Double Bass
- Euphonium
- Trumpet
- French Horn
- Flute
- Clarinet
- Bassoon
- Guitar
- Keyboard
- Drums
- Steel Pans

Music teachers are provided to the school by Harrow Music Service. This is an arrangement that has operated very successfully for a number of years and provides high quality tuition from suitably qualified, DBS checked staff.

Tuition is usually in small groups of up to 4 children, depending on the instrument and level of proficiency.

Lessons take place during the school day.

Lessons are timetabled to try to avoid regular clashes with school work, although where a teacher only has a few pupils this is not always possible.

There is an expectation that children will practice at home between instrumental lessons. As a guide, 10 to 15 minutes of practice 3 to 4 times per week should facilitate good progress.

Lessons can be booked via the music portal on the school website.

CHARGING POLICY

The annual cost for instrumental lessons during the 2019/20 academic year is £230.

Payment is due by 16th September 2019.

Alternatively, for parents who wish to spread the cost of payment, the following payment schedule is available:

- 1st payment of £120 due by 16th September 2019
- 2nd payment of £110 due by 13th January 2020

Late payments may result in the suspension of lessons.

Payment entitles children to a minimum of 33 lessons during the academic year, making an allowance for unforeseen absences.

As the school is required to commit to a specific number of music teachers for the academic year, payments made to the school for music tuition are non-refundable.

Payment can be made by cash or cheque (payable to Cannon Lane Primary School) via the school office.

The school does not make a profit from instrumental tuition charges.

HIRE OF INSTRUMENTS

The school has a small stock of instruments available for parents to hire.

To apply to hire an instrument please complete the "Hire Request Letter" available on the school's website and return to the school office.

Hire fees for the 2018/19 academic year are as follows:

Instrument	**Hire Charge** (per term)	**Hire charge** (whole academic year 19/20)	**Replacement Value for Insurance cover**
Violin	£15	£45	1/2 – £60 3/4 – £75 Full – £100
Viola	£15	£45	£100
Cello/Double Bass	£15	£45	1/2 – £300
Clarinet	£25	£75	£245
Flute	£25	£75	£350
French Horn	£20	£60	£350
Trombone	£20	£60	£450
Trumpet	£25	£75	£290

Hire fees can be paid in full for the academic year or on a termly basis (in recognition that parents may wish to consider purchasing their own instrument at some point).

Due dates for payment are as follows:

- Payment in full (or first termly payment) due by 16th September 2019
- Second termly payment due by 13th January 2020
- Third termly payment due by 20th April 2020

Instruments on loan are the responsibility of the pupil's parent/guardian.

Parents are responsible for taking out insurance cover for instruments.

Pupils are responsible for the safekeeping of their instrument at school. All instruments brought to school should be clearly labelled with the pupil's name and class.

FURTHER INFORMATION

Further information can be found on the music portal on the school website.

Alternatively, please contact the school office on 020 8866 3536 or office@cannonlane.harrow.sch.uk.

Cannon Lane Primary School

Instrumental Lessons Agreement

2019/20 Academic Year

This form must be signed and returned to the school office before instrumental lessons can commence.

Please complete in block capitals

Child's name	
Child's class	
Musical instrument	
Parent's name	

I acknowledge that I have read and understood the Instrumental Lessons Agreement for the 2019/20 Academic Year.

In particular, if my child is successful in securing instrumental lessons for the 2019/20 academic year (and the hire of an instrument, if appropriate), I undertake to:

- Pay the school the tuition fees on or before the specified deadline(s)
- Pay the school any hire fees (if applicable) by the specified deadlines

I acknowledge that payments made to the school for music tuition are non-refundable.

Signed (parent/guardian)	
Date	

Please return this form to the school office.