

To Parents of Students seeking Instrumental Music Tuition

May 2011

Dear Parent

URGENT
PLEASE REPLY BY 24th JUNE

INSTRUMENTAL (and vocal) MUSIC TUITION 2011-12

The School is pleased to be able to offer students the opportunity to learn to play a range of musical instruments or learn to sing. Your son or daughter may be receiving instrumental music tuition already or may wish to start. To arrange these opportunities involves engaging the services of peripatetic music teachers who come into School just to deliver this tuition.

IMPORTANT:

- **The School has to enter into an annual contract with the music teachers and, therefore, we have to ask you to make a similar commitment well in advance so that we can recruit the appropriate teachers.**
- **We regret that no lessons can be booked for a pupil unless parent(s) commit to paying the full annual payment (by post-dated cheques or standing order (see below)) or other arrangements are agreed in the light of any special individual circumstances,**
- **NO refund will be given where a pupil wishes to withdraw from lessons during the year, unless another pupil can be found to take over those lessons. If a pupil wishes to withdraw from lessons please notify the Director of Music in writing.**

Please read the following information and decide whether or not you wish to proceed.

Please note:

- The lessons will be 20 minutes long but students may have two lessons together (40 minutes).
- Some lessons are provided by the Lincolnshire Music Service; others are provided by independent music teachers.

Parents are asked to pay £130.00 three times a year (Autumn, Spring and Summer) for individual 20 minute lessons (or £260 for 40 minute lessons). A minimum of 32 lessons is guaranteed over the course of the six School terms, though they may not necessarily be distributed evenly over the six terms. This allows for weeks missed through exams, School visits and similar events organised by the School. The rate of £130.00 for a 20 minute lesson is the minimum we need to buy in the music tutors' time, and the School is committed to paying this sum once lessons have been booked. Any shortfall in parental payment constitutes a loss to the School budget.

We ask for payment to be made in advance, since this saves the School a large amount of time and administration, and we very much appreciate the co-operation parents have given over this.

The same principles apply in the summer term to pupils in Year 11 and the Upper Sixth who will be on GCSE or A Level leave for a large part of the term. Pupils in these exam years can try to get as

many as possible of their minimum 32 lessons into the first four terms, but lessons will still be available for them throughout the summer (terms 5 & 6) and it is hoped that these pupils will still take them then.

If you wish your son or daughter to receive instrumental music tuition from September, we ask you to:

- Commit yourself to a full year's lessons (ie a minimum of 32 and the possibility of up to 36), spread, perhaps unevenly, over the six terms.
- Pay the full year's fees in advance by means of three post-dated cheques, each for £130 (or £260 for 40 minute lessons) and dated 1 September 2011, 1 January 2012 and 1 May 2012 respectively. All three cheques should reach the School's Finance Department by **24th June 2011** and should be made payable to Spalding Grammar School.
- If you would prefer to pay monthly by Standing Order, the year's cost would be spread over 10 months (September to June) at £39 per month for 20 minute lessons (£78 per month for 40 minute lessons)

No refunds will be possible unless the School prevents any pupil from having the minimum 32 lessons during the course of a year.

Hardship

Any families suffering a degree of financial hardship are invited to bring such matters to my notice. The School will continue to support such families whenever possible and complete confidentiality is guaranteed. Please also see the discount scheme details.

Discount schemes

Please note that the discount schemes only apply to students receiving tuition through the Lincolnshire Music Service (currently brass, woodwind, drums, violin and voice).

There are some changes from last year.

Eligible benefit: There is a 50% discount for families receiving Income Support, Income-based Job Seekers Allowance (NOT contributions based) or Child Tax Credit (where income is less than £16,190) on providing proof of entitlement.

NOTE those receiving working tax credit are NOT eligible

The School does not receive any additional funding to subsidise the cost of music tuition, so is not able to offer a similar discount scheme for lessons booked through the School with independent music teachers.

Timetable

Lessons take place during normal School hours and the lessons are rotated so that the same lesson is not missed each week. Pupils in the Sixth Form have lessons in free periods, where possible. It is expected that students will seek permission from a subject teacher at least 24 hours before an instrumental lesson; this is to avoid clashes with class-based tests etc.

Instrumental Loan

Instruments may be available on loan from the Lincolnshire Music Support Service where they are providing the tuition. From September 2011, the Music Service are introducing a hire charge of £25 per annum for woodwind or brass instruments; £12 for string instruments; there are concessions to

those on free School meals and also for a trial period for new learners. It is hoped that, after a reasonable length of time, perhaps two years, parents will consider purchasing an instrument.

The School operates a scheme by which you can purchase a musical instrument through the School without paying VAT. There are some restrictions such as: the pupil must be receiving music tuition at the School; the instrument must be suitable for the pupil's needs; it must be portable; it must be produced regularly in School.

Practice

Pupils are expected to practise daily. Work is set at each lesson and must be prepared for the next. Pupils will need maximum encouragement from parents to ensure good progress.

School Activities

Pupils receiving instrumental lessons in School are expected to take part in School musical activities and concerts when they reach the appropriate standard. They will also be encouraged to join Lincolnshire orchestras and bands.

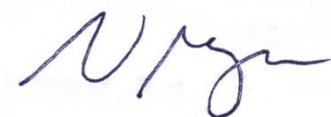
If you wish your son/daughter to receive tuition, please don't forget to respond by 24th June, using the accompanying reply slip and with the correct payment. Replies after this date cannot be guaranteed a place.

For further information or if any points need clarification please contact:

Mr AJ Baldery (Director of Music - music@spaldinggrammar.lincs.sch.uk) regarding instrumental tuition

Mr M Hopkin (Finance Officer - finance@spaldinggrammar.lincs.sch.uk) regarding financial matters

Yours sincerely



N S RYAN
HEADTEACHER

SPALDING GRAMMAR SCHOOL
INSTRUMENTAL (and vocal) MUSIC TUITION 2011-12

Son's/Daughter's Name _____ Form _____

Instrument/Voice _____ Teacher (if known) _____

I wish him/her to have: (Please tick as appropriate)

20 minute lessons	<input type="checkbox"/>
40 minute lessons	<input type="checkbox"/>

Reduced rate (50% reduction):

I enclose evidence to show that I am in receipt of: (Please tick as appropriate)

Income Support	<input type="checkbox"/>
Job Seekers Allowance	<input type="checkbox"/>
Child Tax Credit	<input type="checkbox"/>
State Pension Credit	<input type="checkbox"/>

Restrictions: (1) This only applies where the tuition is provided by Lincolnshire Music Services
 (2) Those receiving Working Tax Credit are NOT eligible for the reduced rate

Payment Options

I enclose three post-dated cheques dated 1 September 2011, 1 January 2012 and 1 May 2012 made payable to Spalding Grammar School

	Full Rate	Reduced rate
20 minute lessons	3 cheques for £130 each	3 cheques for £65 each
40 minute lessons	3 cheques for £260 each	3 cheques for £130 each

OR

I wish to pay monthly by Standing Order [*the School will send you a Standing Order Form*]

	Full Rate	Reduced rate
20 minute lessons	£39 per month for 10 months	£19.50 per month for 10 months
40 minute lessons	£78 per month for 10 months	£39 per month for 10 months

Signed _____

Date _____

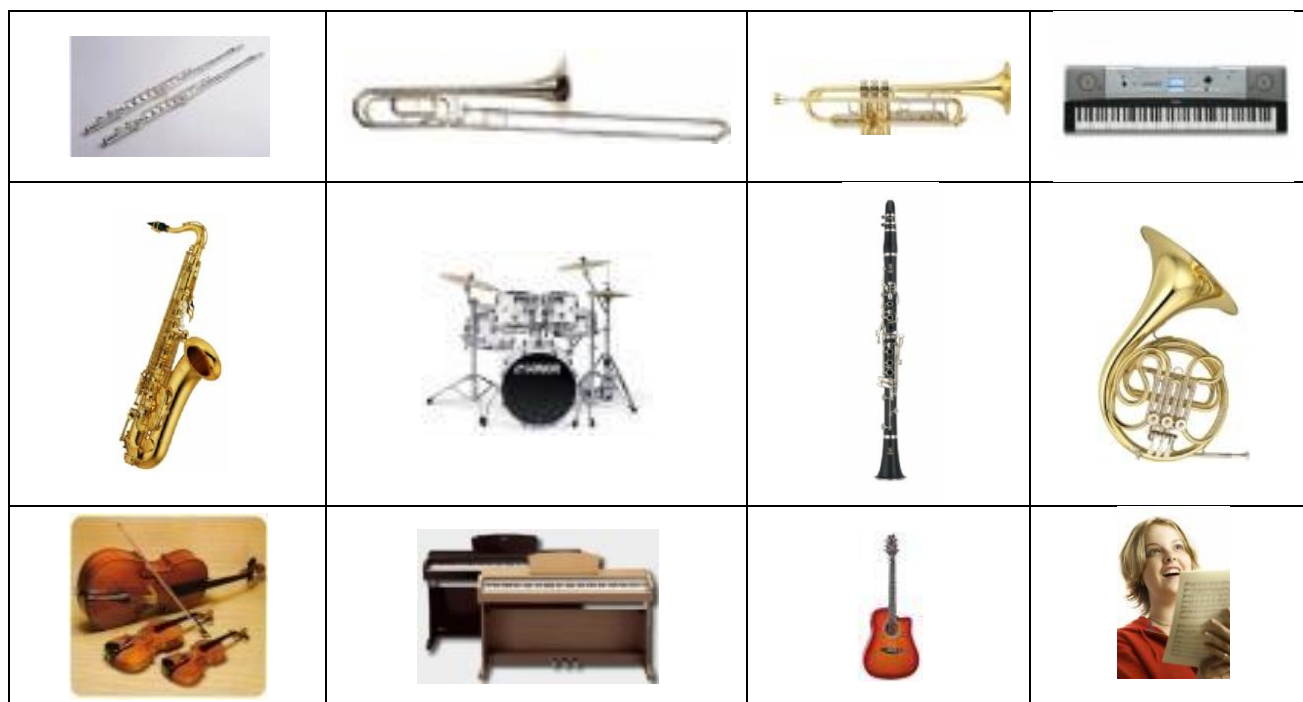
To be completed by School finance office

We acknowledge receipt of payment as above.

Signed _____ Finance Office Date _____

INSTRUMENTAL (and vocal) MUSIC TUITION 2011-12

Pupils can receive tuition in a range of instruments



Instrumental tuition can be provided in the following instruments. Other instruments may be available by arrangement.

Cello
Clarinet *
Cornet *
Double Bass
Flute *
Guitar (including electric, classical and bass)
Percussion (drum kit and tuned percussion) *
Piano
Saxophone *
Singing *
Trombone *
Trumpet *
Viola *
Violin *
Voice (Singing) *

Note * tuition in these instruments is provided by Lincolnshire Music Service

Please ask if your son or daughter wishes to learn an instrument that is not included in the list above. Contact the music department via music@spaldinggrammar.lincs.sch.uk