

## IMPORTANT INFORMATION – PLEASE KEEP FOR FUTURE REFERENCE

### Lesson Times

Lessons are timetabled and displayed on the instrumental tuition board (in the music entrance lobby). Students should check their lesson time at the beginning of the week, **before AM reg**, to ensure they know when their lesson will take place.

### Missed lessons

If a student knows in advance that they will miss a lesson for any reason, they need to inform their instrumental teacher at least **eight clear days in advance**. In this case, the instrumental teacher will endeavour to reorganise the lesson for a later date (although this cannot be guaranteed) and no extra cost will be incurred. This includes lessons missed for school trips, internal assessments, and so forth.

If a student misses a lesson and does not inform the teacher at least **eight clear days in advance** the lesson will not be reorganised and will be charged as if the student had attended. This includes absence from school due to illness.

It is your son/daughter's responsibility to check the timetable each week, as lessons are given on a rotational basis.

### GCSE and A-level Students

The instrumental teachers are very understanding about the demands of GCSE and A-level qualifications. If you talk to your instrumental teacher, they will do their best to accommodate your lessons around your school timetable, and around your exams.

### Instrument Hire

Instruments are available to hire from Colwell Arts Centre in Gloucester. Please note it is the hirer's responsibility for ensuring instruments are collected and returned to:

Colwell Arts Centre, Derby Road, Gloucester, GL1 4AD Telephone: 01452 330300. Email: [admin@gloucestershiremusic.co.uk](mailto:admin@gloucestershiremusic.co.uk)

### Queries

All financial queries should be directed to Mrs S Davis, Music Administrator, [sed@balcarras.gloucs.sch.uk](mailto:sed@balcarras.gloucs.sch.uk)



## Available instruments

**Strings**  
Violin  
Viola  
Cello  
Double Bass (tbc)

**Woodwind**  
Flute  
Saxophone  
Clarinet  
Oboe  
Bassoon (tbc)

**Brass**  
Trumpet/Cornet  
Trombone  
French Horn  
Tuba  
Eb Horn  
Baritone  
Euphonium

**Other**  
Drum Kit  
Acoustic Guitar  
Electric Guitar  
Bass Guitar  
Ukulele  
Singing  
Piano

There is likely to be high demand for instrumental tuition. It is vital that the deadline for payment and completion of the "Starter Form" is met – **Monday 14th July 2025**. Late applications will be considered, but it will be more difficult to accommodate pupils whose applications are late. We will try and accommodate all pupils, however waiting lists will be established if lessons are oversubscribed.

## Extracurricular Music

There is an expectation for students to participate regularly in at least one music extra-curricular activity if having lessons in school. Please indicate which group(s) your child will commit to. Current provision includes: Choirs, Brass Group, String Group, Woodwind Group, Orchestra, Balcajazz, Guitar and Ukulele and Boys' Singers.

## Practice and Practice Rooms

Obviously, to make progress, students need to be practising on a regular basis. Practice Rooms can be booked for use before and after school and at lunchtime. Rooms can be booked for the week ahead by seeing any member of the Music Department.

## Costs

2025/2026	£ per 15 lessons	£ per year
30 minute individual	£288	£576
20 minute individual	£201	£402

## Fee structure 2025-2026

Music tuition fees are collected twice yearly (Block 1 and Block 2), based on fifteen lessons per block.

We collect payments for music lessons in advance via our school payment system – Scopay. **Please complete the starter form and make your payment via Scopay by Monday 14<sup>th</sup> July.**

Payment can be made using a credit or debit card. If you require your child's login details together with instructions, please email Mrs S Davis [sed@balcarras.gloucs.sch.uk](mailto:sed@balcarras.gloucs.sch.uk) for a copy to be emailed to you.

It is possible to pay in monthly instalments by setting up a Standing Order. Five lessons have to be paid for initially and a Standing Order can be set up to divide remaining payments across nine months, September to May. Please contact email Mrs S Davis [sed@balcarras.gloucs.sch.uk](mailto:sed@balcarras.gloucs.sch.uk) if you wish to arrange this.

## Cancellation of lessons

Lessons **cannot** be terminated before the end of **block 1**. If a student wishes to terminate lessons, there is a notice period of five lessons. For example, if a student wishes to terminate lessons at the end of block 1, notice must be given by lesson 10.

All email communication should be sent to Mrs Davis, Music Administrator, [sed@balcarras.gloucs.sch.uk](mailto:sed@balcarras.gloucs.sch.uk).