



Music Tuition
Information Booklet
2023/24

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 deadlines for payment and return of the “Starter Form” are met – **Monday 10th July 2023**. 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 Extracurricular activity if having lessons in school. Please indicate which group(s) your son/daughter will commit to. Current provision includes: Choirs, Brass Group, String Group, Woodwind Group, Orchestra, Balcajazz, Sambalca 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

| 2023/2024 | £ per 15 lessons | £ per year |
|----------------------------------|------------------|------------|
| 30 minute individual | 262.50 | 525.00 |
| 20 minute individual | 183.75 | 367.50 |
| GCSE Music/A-level 30 minute ind | 197.00 | 394.00 |
| GCSE Music/A-level 20 minute ind | 138.00 | 276.00 |

Fee structure 2023-2024

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. **The school online payment system is available for music tuition fees.** We encourage **ALL** to register to pay for future payments in this way. 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 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 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, or please complete the cancellation form at the back of this booklet.

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

Queries

All financial queries should be directed to Mrs S Davis, Music Administrator, sed@balcarras.gloucs.sch.uk

Starter form

| 2023/2024 | £ per 15 lessons | £ per year |
|----------------------------------|------------------|------------|
| 30 minute individual | 262.50 | 525.00 |
| 20 minute individual | 183.75 | 367.50 |
| GCSE Music/A-level 30 minute ind | 197.00 | 394.00 |
| GCSE Music/A-level 20 minute ind | 138.00 | 276.00 |

Please complete, sign and return, **with payment**, to **Mrs S Davis in the Finance Office** by **MONDAY 10TH JULY 2023**.

I would like my child to start instrumental/vocal lessons:

Student's name: _____

Tutor group: _____

Parent email address: _____

Parent contact number: _____

Chosen instrument: _____

Lessons: _____

Is the student a GCSE Music, or A-level Music student? Yes/No

Beginner/Current Grade: _____

Extracurricular group(s) my child will commit to: _____

I confirm that I have paid online.

I agree to the terms set out in this booklet for instrumental lessons at Balcarras.

Amount paid: _____

Signed: _____

Date: _____

Cancellation form

I would like to give notice that my child no longer wishes to continue with their instrumental/vocal lessons.

I understand that lessons cannot be terminated before the end of Block 1 and there is a notice period of five lessons, and that the notice period starts from the date this form is received in school.

Any lessons paid for beyond that five-week notice period will then be refunded.

Student's name: _____

Tutor group: _____

Instrumental teacher: _____

Please give a reason for this decision: _____

Signed: _____ Date: _____

Please complete and return to Mrs S Davis in the Finance Office.
Cancellation of lessons may also be emailed to sed@balscarras.gloucs.sch.uk.