



Saffron Walden County High School

Saffron Academy Trust

Academic Year 2021/2022

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Saffron Walden
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Headteacher:
Ms Caroline Derbyshire MA (Cantab)

Dear Parents/Carers

The Music department at Saffron Walden County High School offers individual lessons for the following instruments, subject to availability:

Violin	Trumpet/Cornet	Saxophone	Piano
Viola	French Horn	Clarinet	Keyboard
Cello	Trombone	Flute	Voice
Double Bass	Tuba	Bassoon	Drums
Guitar – Electric/Classical	E Flat Horn		

The lessons are taught by peripatetic music teachers, who are self-employed and it is with them who you will have a private contract and be invoiced by.

It is necessary to operate a waiting list for some instruments and you will be informed if this applies to your child's chosen instrument.

All students who receive instrumental lessons will be expected to take part in one or more of the school's ensembles. The Music department reserves the right to cancel lessons if this is consistently ignored. These, at present, include:

Orchestra	Senior Strings	Show Choir
Concert Band	Intermediate Strings	Lower School Choir
Intermediate Concert Band	String Quartet	Senior Chamber Choir
Jazz Band	Sax Ensemble	Classical Guitar Ensemble
Intermediate Jazz Band	Wind Ensemble	Rhythm Ensemble
	Brass Ensemble	

Please read the attached Terms and Conditions carefully and send in the completed form if you wish your child to start music tuition.

One of the most important ongoing aims at Saffron Walden County High School is to provide our students with a range of varied personal development opportunities that encourage and motivate them to attain their personal best. It is our belief that, if a student enjoys school and they are appropriately supported in this journey, then they will often flourish and develop learning skills, habits and attitudes that are necessary to successfully and effectively face challenges in the future. Therefore, if your child is in receipt of a Pupil Premium Grant (PPG) then there may be some funding options available. Please check with Mr Singh (psingh@swchs.net) and tick the appropriate box on the permission slip.

If you would like any further information, please do not hesitate to contact the Music department.

Yours sincerely,

C.Law
Director of Music



TERMS AND CONDITIONS FOR INSTRUMENTAL LESSONS 2021-22

Your son/daughter has expressed an interest in learning to play an instrument in school. I would be grateful if you could take note of the following points, then sign and return the slip below to the Music department.

1. These lessons are provided by visiting music teachers who are self-employed and therefore the agreement is between teacher and parent. They are entitled to set their own rate of pay (which could be upwards of £17.50 for half an hour) which they will confirm with you before lessons commence. *(see point 10 for financial assistance)*
2. All visiting music teachers guarantee that at least 10 lessons will be given each term.
3. There is one payment that you need to make to the school, which is an annual Music Administration Charge (MAC) of £25 which is due in the Autumn Term. This charge is per student and is to cover administration costs for the visiting music teachers.
4. Parents are actively encouraged to liaise with the visiting music teachers throughout the year.
5. Lessons are for 30 minutes on a rotating timetable displayed in the New Music Block and it is essential that your child checks their lesson time each week via email or Microsoft Teams. It is the **pupil's** responsibility to turn up to the lesson **ON TIME**. Pupils Year 7 – 11 cannot have fixed lesson times. Visiting music teachers endeavour to schedule Year 12 and 13 lessons during their free periods.
6. Regular practice is vital if any progress is to be made and we rely on parents to see that this is done. Regular daily practice is suggested as a minimum.
7. If your child is absent from school, please inform the teacher directly or the Music department. If there is a clash: school trip, test etc and at least 48 hours' notice is given, the visiting music teacher may rearrange if possible, but is under no obligation to do so or to make up the lesson at a later date. This also applies for illness, there is no obligation for the lesson to be made up.
8. Students taking lessons in most instruments will be expected to participate in at least one school ensemble. Lessons can be discontinued if this does not happen consistently.
9. If your child wishes to discontinue lessons notice must be given **in writing to the instrumental teacher and 6 school weeks' notice must be paid.**
10. Children who are currently in receipt of Free School Meals or who are Looked After may be entitled to financial assistance with music tuition and no Music Admin Charge. Students who are eligible for Pupil Premium Grant support for other reasons, may also be able to access financial assistance with music tuition. In each instance, please discuss this with Mr Singh (psingh@swchs.net) before applying for lessons.

Please keep the above T&C's for your records.



Please return to: **Emma Ure, Music Department**

Pupil's name: _____ Form: _____

Instrument: _____ Contact Tel. No: _____

Contact Email: _____

Beginner: YES / NO *(please delete as appropriate and write any details on reverse of this slip.)*

- My child is in receipt of PPG funding, however, I am happy to fund the full cost of this particular activity
- My child is in receipt of other PPG funding and I would like to request 25% of the total cost of this particular activity
- My child is in receipt of Free School Meals and I would like to request 50% of the total cost of this particular activity

By signing this form, you agree to this information being stored by the music department and shared with the visiting music staff.

I would be pleased for my son/daughter to begin instrumental tuition. I understand and agree to the above terms and conditions, **including:**

- **The contract for tuition fees is with the visiting music teacher, not the school**
- **I agree to pay 6 school weeks' notice and notify, in writing, the visiting music teacher to discontinue lessons**
- **I agree to pay the annual £25 Music Admin Charge**

Signed: _____ Date: _____
(Parent / Carer)