



Reading School

Optional – Individual Music Lessons for New Pupils

2020/21

Individual Music Lessons

Students are positively encouraged to take advantage of the individual music tuition offered at Reading School. If you wish your son to have lessons, please complete this form and return it to The Director of Music.

Arrangements will be made as soon as possible with an appropriate teacher but there may in some cases be a waiting list for lessons.

Tuition is available on the following instruments:

<u>Strings</u>	<u>Woodwind</u>	<u>Brass</u>	<u>Percussion</u>	<u>Other</u>
Violin	Flute/Piccolo	Trumpet/Cornet	Drum Kit	Voice
Viola	Oboe/Cor Anglais	French Horn	Tuned Percussion	Music Theory
'Cello	Clarinet	Trombone	Piano/Keyboard	Pipe Organ
Double Bass	Saxophone(s)	Euphonium		
	Bassoon	Tuba		
Electric Guitar				
Acoustic/Classical Guitar				
Bass Guitar				

Application for individual music lessons

Please complete the boxes below as fully as possible in BLOCK LETTERS.

To: The Director of Music, Reading School

I would like the school to arrange the following individual music lessons with a suitable member of the Reading School Peripatetic Team.

Student's Name:

Form:

Instrument/Voice:

Do you already have a suitable instrument to learn on?

Would you like advice on purchasing an instrument?

The teacher concerned will provide help if necessary.

Purchases can be made through the school's Assisted Purchase System

Please provide any musical experience your son has including any examinations passed or currently being worked towards.

Individual Music Lessons

Terms and Conditions for Individual Music Lessons

Lessons are timetabled weekly in rotation and normally last for 30 minutes.

In cases where students have reached a high standard of playing, longer lessons may be arranged by mutual agreement.

Students should receive a total of not less than 30 lessons per year. How these are arranged may vary slightly according to the length of a term and student/teacher availability.

Boys are required to plan and confirm their availability for lessons with their music teacher to ensure that timetables are arranged to everyone's benefit. This includes due consideration to upcoming school trips, examinations and personal appointments as well as any repeated impact on academic learning.

Where a music lesson is scheduled during an academic one, pupils must notify the subject teacher concerned by email at least 48 hours in advance or they may not be allowed to attend. Whilst every effort is made to ensure a reasonable footprint on academia, the timetable structure can present difficulties for instrumental teachers and it must be understood that it is often impossible to avoid an uneven impact on academic lessons.

Instruments should be stored in the Music School on days when they are needed. They may not be left overnight without a specific request being made in writing to the Director of Music. All instruments must be removed during half-term and school holidays. The school accepts no liability for instruments that are lost or damaged.

The average lesson fee from September 2020 is £22 per 30-minute lesson. Please note that some fees may be higher at the discretion of the individual teacher.

Teachers submit their bills direct to parents and you are asked to settle the account as soon as possible and certainly within 14 days of receipt. Failure to settle an account will lead to the suspension of lessons.

We cannot reimburse in the event of absence due to pupil sickness. Other potential absences should be discussed with the peripatetic teacher at least a week in advance to avoid charges.

Notice to discontinue lessons is strictly one half-term (or an equivalent period of 6 teaching weeks) and should be provided to The Director of Music and Peripatetic Teacher in writing. Failure to provide such notice will result in a half-term's fees being charged.

Any changes to these Terms and Conditions during the academic year 2020-21 will be notified.

Individual Music Lessons

Confirmation and Billing Information

I understand and agree that:

- My son's lessons will be provided on a rotational basis costing approximately £22 per 30 minute lesson and that some fees may be different at the discretion of the teacher.
- Individual music lessons take place during the academic timetable.
- 'fixed' lessons or lessons scheduled outside school hours are not available without prior discussion and only if circumstances require.
- Should I wish lessons to stop I am required to provide a half term's notice (no less than 6 school weeks) in writing to both the Director of Music and the Peripatetic Teacher.
- By signing this form, I agree that I commit to at least one half-term (6 weeks) of lessons.
- If I wish to withdraw from lessons before teaching has commenced, I must either notify the Director of Music within 14 days of signing or the instrument teacher within 14 days of initial contact having been made otherwise a half term's fees (6 weeks) will be charged.
- Lessons automatically continue unless I provide suitable notice.
- Failure to provide such notice will leave me liable for any and all outstanding fees.
- I have read the Data Protection Statement (in red below) and that the personal information contained within this form may be shared as described.

Please complete the boxes below as fully as possible in BLOCK LETTERS.

Please do not include any personal information that you do not wish to be shared in line with the Data Protection Statement below.

Title:	<input type="text"/>	Name:	<input type="text"/>
Address:	<input type="text"/>	Telephone:	<input type="text"/> <i>Home:</i> <input type="text"/> <i>Mobile:</i> <input type="text"/>
E-mail Address:	<input type="text"/>		
Signature:	<input type="text"/>	Date:	<input type="text"/>

How we use this information

- We collect information about you and your child to process your application, allocate an appropriate teacher and open lines of communication between you and the peripatetic teacher.
- If you agree, we shall pass on the personal information provided on this form to a suitable teacher(s) so that they may offer you their professional services. In the event that the initially allocated teacher has reached capacity then information will be shared with other appropriate teachers in order to arrange lessons.
- We will not share your information for any purpose outside of these parameters.