

Strathearn School

Music Tuition

Guidelines 2023-2024

These guidelines contain information on the current provision of music tuition in Strathearn, both for pupils continuing with tuition and for those interested in taking up lessons for the first time. The guidelines should be kept for reference.

Parents/guardians are asked to pay particular attention to the section on discontinuing tuition.

Availability

As of September 2023, tuition will be available in piano, voice, guitar and bass guitar, violin, viola, flute, clarinet, saxophone and brass instruments. This may be subject to change, and parents of pupils interested in learning other instruments should speak directly to Ms Kimber. It is sometimes possible to engage additional tutors if sufficient numbers are interested in an instrument not currently offered, although this cannot be guaranteed.

It is not possible for pupils to have music tuition in school for more than one instrument (including voice). This is because it is not appropriate or manageable for pupils to miss more than one class period in the course of a week.

Applying for Lessons

Parents should apply for lessons using the online forms on the school website. There is one form for pupils who are new to music tuition at Strathearn, and one for pupils continuing music tuition at Strathearn. New applications will be dealt with on a first come, first served basis, regardless of previous experience. Waiting lists will be set up if necessary.

Fees and Invoicing

Fees for this year are **£160** for each set of ten lessons. Tutors will invoice parents/guardians for this amount at the start of each set of ten lessons. It is expected that invoices will be settled within two weeks of the date of issue. Payments should be made to the individual tutor, rather than the school, as detailed on the invoice. **Pupils starting lessons for the first time will be asked to settle their invoice before lessons begin.**

Timetabling

Lessons will normally be conducted on an individual basis. They will be timetabled as far as possible on a rotational system throughout the school day. Lessons for sixth form pupils will be conducted during free periods. Pupils in other year groups will miss one period of class each week in order to attend their music lesson. It is the responsibility of pupils to excuse themselves politely from any classes to be missed as a result of music tuition and to catch up on all the relevant classwork and homework. **It is not possible for pupils to have lessons timetabled only at lunch times.**

Hire of School Instruments

Although most pupils use their own instruments, a very limited number of school instruments is available for hire. The annual hire cost is currently £50. This cost will be invoiced by the Music Department during the academic year. School instruments will be issued in good condition and must be returned in a similar state. Parents/guardians will be responsible for replacing accessories such as broken strings or reeds during the hire period.

Pupils who wish to be considered for instrument hire should indicate this in the form. Instrument hire is also offered by a number of local music shops.

Identification

All instruments brought to school must be clearly labelled on the outside with the owner's name, to help with identification should they be lost or mislaid. It is not sufficient for pupils to be able to recognise their own instruments or cases.

Insurance

Parents or guardians are asked to make certain that their household insurance covers pupils' instruments when brought to school.

In the event of any loss of or accidental damage to school instruments hired by pupils, the school may claim from its insurers, but will pass on the full cost of the excess to the parent or guardian.

Absence from Lessons

Pupils will be charged at the normal rate if they miss a lesson without notice.

They will not be charged if notice is given in one of the following ways:

- In the case of a planned absence, such as a school trip or medical appointment, the tutor must be notified at least 24 hours, and preferably a week, in advance.
- In the case of unplanned absence, due to illness or other circumstances, the tutor or school office should be informed before 9.00 am on the day of the lesson.

Discontinuing Tuition

Our tutors all have schedules of commitments, and lessons may therefore be discontinued only at the end of a ten-lesson set. **One calendar month's notice in writing must be provided for discontinuing tuition, i.e. at least a month before the end of a ten-lesson set.** This notice should be addressed to the music tutor. **Fees will not be refunded** if a pupil withdraws before the end of a ten-lesson set.

Contact with the Music Department

Parents/guardians are asked to provide contact details for use by the music tutor. These details are for use by the pupil's music tutor in connection with scheduling lessons, examination entries, music tuition reports and contact with the pupil's parent or guardian.

In accordance with data protection rules, these details will only be held while the pupil is receiving music tuition at Strathearn School.

Parents/guardians are welcome to contact the Head of Music to discuss issues which may arise in connection with music tuition in school.

Ms J Kimber (Head of Music)
June 2023

Strathearn School
Music Tutors
2023-2024

Voice

Mrs Carolyn Fullerton
Mrs Susan Shepherd/Mrs Dawn Williams

Piano

Miss Rebecca Armstrong
Miss Jane McCartney

Guitar, bass guitar

Mr David Lindsay

Strings

Mrs Irene Clarke (violin, viola)
Mrs Tanya Erskine (violin)

Woodwind

Mrs Heather Gamble (clarinet, saxophone)
Miss Katrina Cuddy (flute)

Brass

Mr Philip Tinney