

## Contact Information

Miss Glover (Head of Music): [natalie.glover@chauncy.org.uk](mailto:natalie.glover@chauncy.org.uk)

Finance Office: [accounts@chauncy.org.uk](mailto:accounts@chauncy.org.uk)

If you have any questions regarding music lessons, please do not hesitate to contact us.



CHAUNCY MUSIC  
LESSONS

## Expectations of the Department and Instrumental Tutors

The Music Department are always very happy when a student starts to learn an instrument here at Chauncy. We strive for students to push themselves, encourage them to perform and also to have a good time whilst learning their musical instrument.

As a school, we have expectations of both staff and students. This is the same in instrumental lessons. Chauncy School will guarantee that instrumental tutors will be available to teach 33 lessons across the academic year. As some terms are longer than others and some have more inset days, the number of lessons taught per term tend to differ. We normally see more lessons taught in the 15 week Autumn term than in the 12 week Spring term. However, parents will be invoiced in 3 termly instalments (of 11 lessons).

Each 20 or 30 minute lesson with instrumental tutors will see students learning pieces, engaging in their instrument or voice and having an aim for their next instrumental lesson. As a Music Department we offer practice rooms to students both before and after school if they would like to use them to practice.

We know that all subjects are important and so we make sure that students do not miss the same lesson more than 3 times per term. This equates to 2 1/2 missed lessons per academic year. However, staff are in contact with the Music Department and if a student is struggling in a specific subject, we aim to make sure they are not taken out of that lesson. At GCSE we aim to only take students at break and lunch times.

As a parent, you are more than welcome to e-mail or call Miss Glover if you have any questions about instrumental lessons. All contact details are at the back of this booklet.

## Expectations of Students

Students are responsible for knowing when and where their instrumental lessons are each week. Tutors are not always able to come to classrooms to find students and this also takes away lesson time.

The times and days for instrumental lessons are always up in the Music Department. They will show times up until the end of each half term however, students are advised to check the boards at the start of each week in case of changes to lesson times.

If a student cannot attend their lesson, we need at least a week's notice in order to change times, preferably by email to [accounts@chauncy.org.uk](mailto:accounts@chauncy.org.uk) or alternatively, your son/daughter should inform Miss Glover or Miss Ivett verbally, or if this is not possible they can advise the Finance Office staff.

Unfortunately, any lesson that is missed without prior notice is not refundable.

Students should practice their instrument at home, or in the Music Department every week. If they are struggling with anything, they are more than welcome to talk to Miss Glover or Miss Ivett in the Department to get advice.

Dear Parent

## INSTRUMENTAL MUSIC LESSONS

Chauncy School has a thriving Music Department and we are in a position to offer individual music lessons and the opportunity for pupils to participate in lunch-time activities such as choir, wind ensemble and rock band. We offer the following individual lessons – all taught one-to-one, at the school:

- |  |  |
|--|--|
| Woodwind (Flute, Clarinet, Saxophone, Oboe)  | 5. Drum Kit                            |
| Guitar (Classical, Acoustic, Electric, Bass) | 6. Singing (Classical or contemporary) |
| Piano or Keyboard                            | 7. Brass                               |
| Strings (Violin, Viola, Cello)               |  |

Students' lessons take place during the school day and we try to change lesson times to avoid the same lesson being missed each week. Tutor timetables are displayed in the Music Department. We offer students 33 lessons across the course of the academic year and parents are invoiced for 11 lessons each term in advance. Tuition fees are:

- |                            |                      |
|----------------------------|----------------------|
| 30 mins individual tuition | £204.00 per term, or |
| 20 mins individual tuition | £136.00 per term     |

If you should be in receipt of Income Support or Income-based Jobseeker's Allowance your child will be eligible for up to 20 minutes free instrumental music lessons per week. Partial assistance with fees is available if you are in receipt of other benefits. Pupils are expected to attend lessons regularly to qualify for assistance with fees. Please contact the Finance Office for further information.

**Please note:** The school requires half term's written notice if your child wishes to cease tuition. The school reserves the right to cancel tuition if fees are not paid and will charge half term's fees in lieu of notice.

If your child wants to start an instrument but does not know which to choose, please feel free to contact the music department.

Yours sincerely

Music Department

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To be returned to Finance Department:

Name of Pupil: \_\_\_\_\_ Form: \_\_\_\_\_

Instrument: \_\_\_\_\_ Lesson Length:  30 mins  20 mins

Current Ability Level:  Beginner  Grade (if exams taken): \_\_\_\_\_

- I understand I am required to give half terms written notice to cease tuition.
- I will be entitled to assistance with fees. Benefit being received: \_\_\_\_\_
- Please provide proof

Signed: \_\_\_\_\_ Parent/Guardian Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_  
(voices will be addressed to this person)

Mail for sending invoices to: \_\_\_\_\_

Contact Number: \_\_\_\_\_

FOR OFFICE USE ONLY: RECEIVED:  
START DATE:  
TUTOR:  
INVOICE NO: