



# MUSIC LESSONS

## AT CHAUNCY

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# TABLE OF CONTENT



**1** EXPECTATIONS OF THE DEPARTMENT AND INSTRUMENTAL TUTORS

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**2** EXPECTATIONS OF STUDENTS

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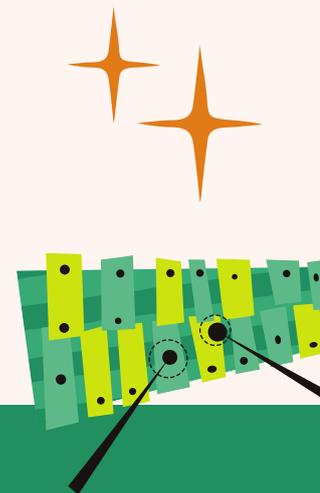
**3** INVOLVE EDUCATION

---

**4** CONTACTS

---

# 01. TUTORS & DEPARTMENT



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. The times and days for instrumental lessons are available through Involve Education. Parents are able to log in on the website (an email should be sent to you upon lessons starting) and lesson times and dates can be found here. Students can download the app which has their lesson times available. Students can also scan the QR code in the Music department to check times. We suggest checking times on the day as these can sometimes change (you will receive emails when the lessons are changed).

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.



# 02. 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 available through **Involve Education**. Students can download the which shows all instrumental times as well as information or resources their teacher has uploaded for them.

If a student cannot attend their lesson, we need at least a week's notice in order to change times, preferably by email to [natalie.browne@chauncy.org.uk](mailto:natalie.browne@chauncy.org.uk)

Your son/daughter should inform Mrs Browne or Miss Ivett verbally if this is not possible.

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 or want to book a practice room then they are more than welcome to talk to Mrs Browne or Miss Ivett in the Department.





# 03. INVOLVE EDUCATION

Involve Education is the software that we use to timetable instrumental/vocal lessons.

Students can download the app which tells them of their lessons.

You should also receive an email when lessons are scheduled.



# 04. CONTACTS



## **Mrs Browne**

*Head of Music*

contact for any issues with timetabling, wanting to contact peri staff or anything else to do with lessons  
[natalie.browne@chauncy.org.uk](mailto:natalie.browne@chauncy.org.uk)



## **Miss Ivett**

*Music Teacher*

contact for any help with lessons  
[sophie.ivett@chauncy.org.uk](mailto:sophie.ivett@chauncy.org.uk)



## **Mrs Farley**

*Music admin*

contact for any questions about finance or stopping lessons  
[helen.farley@chauncy.org.uk](mailto:helen.farley@chauncy.org.uk)