



Emmanuel College

Dear Parent

Emmanuel College: Instrumental Lessons 2018-2019

Your son/daughter has enjoyed taking music lessons at Emmanuel College and we are hoping they will continue to do so. Playing an instrument is a wonderful learning experience and we have many opportunities for your son/daughter to join in our co-curricular groups to further develop their learning and enjoyment of playing an instrument. Please see below for information on how to sign up to continue your instrumental lessons and the terms and conditions for taking music lessons at Emmanuel College.

Instrumental and Vocal Music Lessons at Emmanuel College: Parental Agreement

Lesson allocation

Students will receive 33, thirty-minute lessons each academic year. Lessons will be rotated as much as possible and will finish no later than 5:00pm. Lessons for students in years 7 to 10 will be *during* the College day wherever possible. Instrumental lessons for students in Years 11, 12 and 13 are arranged at lunch-time, or after 4:00 pm.

Progress reports

Students will receive a progress report half-way through the year, outlining their effort, attitude and progress.

Timetables

Timetables will be posted on the music department notice board at least one week in advance and also on Its Learning. Your child will be notified of any changes to the timetable via the SchoolBase system or via register notes to tutors.

Cancellations and missed lessons

- If an instrumental teacher misses a lesson it will, of course, be re-arranged.
- If a student needs to re-arrange a lesson because of an examination, a school visit or for any other reason, a minimum of one week's notice must be given to the teacher. In such circumstances the lesson will be re-arranged where possible.
- If a student misses a lesson without this notice, it will *not* be re-arranged.
- Parents will be notified if a student misses more than one instrumental lesson per term without good reason.
- Parents of students taking GCSE or A level music or those in receipt of a scholarship, will be charged for lessons missed without good reason.

Termination of instrumental tuition

Learning to play an instrument takes discipline, patience, determination and regular practice. Progress may be slow at first but it brings with it a sense of achievement and enjoyment. We encourage your child to commit to the learning of an instrument for at least one year at a time; however, if for some reason you think instrumental lessons are not suitable for your child, please contact Mrs Bourn. We

will make a point of further supporting and encouraging your child to continue. If termination of lessons is deemed essential, the deadline for notifications of this is set out below:

Lessons terminating in:	Deadline for written notification:
Term 2 (January 2019)	<i>Friday 26 October 2018</i>
Term 3 (April 2019)	<i>Friday 8 February 2019</i>
Term 1 (September 2019)	<i>Friday 14 June 2019</i>

Participation in College musical activities

The weekly lesson is only one aspect of instrumental or vocal tuition. In order to support learning and to engage in playing with other musicians, all students will be required to attend the rehearsals of at least one activity appropriate to their study when they are of an appropriate standard. There is no additional cost and these groups are held at lunch-time (beginner groups), or from 4:00-5:00 pm.

Please [click here](#) and complete the online form to confirm that you have read this agreement, that you accept the terms and conditions given within this letter, and confirm that your son/daughter would like to continue with their lessons. I would be grateful if you could complete this **by Tuesday 31 July**.

Yours sincerely

Mrs E Bourn
Instrumental Music Coordinator

P M Wells
Head of Music (acting) and Drama & Events Manager