

INSTRUMENTAL LESSONS POLICY DOCUMENT FOR STUDENTS AND PARENTS TUITION IN DRUM KIT

September 2021

Dear Parent/Carer,

Thank you for showing an interest in drum lessons here in school. This agreement is between you and Mr David Hackett. Please note the following:

Lessons will be delivered in accordance with current academy policy and following guidance issued by government and music associations to ensure the safety of students whilst undertaking lessons. Visiting instrumental teachers will be made aware of them. The guidance could change at any time and if so you will be notified.

Where appropriate students should have their own instruments, they should be properly cased and cleaned at the end of a lesson.

HOW TO BEGIN INSTRUMENTAL LESSONS:

Complete a registration form. Mr Hackett will then contact you to arrange payment and timetables.

Lesson options and costs are as follows:

1-to-1 lessons 10x 20 mins per term @ £10 per lesson

1-to-1 lessons 10x 30 mins per term @ £15 per lesson

Lesson payment will be made on a **monthly direct debit** system over 10 monthly instalments from October to July.

20 minute lessons x 30 = £300

10 monthly instalments of £30

30 minutes lessons x 30 = £450

10 monthly instalments of £45

It is entirely the student's responsibility to check the timetable and liaise with the teacher at regular intervals to ensure full attendance at lessons.

CONTINUING OR ENDING LESSONS

For planned absence or illness on the day of their lesson, it would be appreciated if the school was notified before the lesson time. If a student misses a lesson without notification, then a note will be issued asking the student to explain why they did not attend their allocated lesson time.

A full half term's written notice is necessary from parents informing Mr Hackett of their intention to discontinue lessons.

All lessons made available to the student must be paid for, including days when the student is absent from school. Where students miss a lesson due to no fault of their own (instrumental teacher absence or school closure) then lesson time will be made up at a later date. If lesson times cannot be made up, then a refund will be given. Money cannot be refunded once the commitment to a term's lessons has been made.

If you have any further questions, please do not hesitate to contact me. I can be contacted easily by email ashmorej@weyvalley-academy.co.uk

Yours faithfully,

Mrs J. Ashmore, Assistant Vice Principal. Head of Performing Arts.

Drumming LESSONS REGISTRATION FORM

Please complete in BLOCK CAPITALS:

To: Mrs Ashmore, Performing Arts Department, The Wey Valley Academy.

I have read and understood the Policy Document for Students and Parents on Instrumental Lessons, and wish my child to receive instrumental tuition.

Student's name

Tutor Group

The student wishes to have:

A 20 minute individual lesson

A 30 Minute individual lesson (please circle)

Signed Parent/Guardian

Date

Title (Mr/Mrs/Ms/Miss/Dr)

Parent/Carer's Surname

Initial

Address

E-mail address

Daytime Contact Telephone Number

Wey Valley Academy

Sian Thomas, BEd (Hons), CEO - AAT

Jon Webb, BA (Hons), Director of Secondary Education

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