



March 2025

Dear Parents,

Instrumental and Vocal Lessons for New Year 7 Students

I am pleased to inform you that we will be able to offer instrumental lessons to year 7 when they start with us in September. In order to set those lessons up for students, we need to hear from any family who would like their child to be considered for lessons in school.

Our team of visiting music teachers are able to teach the following instruments: violin, viola, double bass, flute, oboe, clarinet, saxophone, trumpet/cornet, French horn, trombone, tuba, euphonium, piano, percussion (both kit and orchestral), guitar, bass guitar and voice. Parents pay the school in advance of the tuition rather than directly to the teachers and the school acts as paymaster, co-ordinates the timetables and liaises with the teachers. Lessons are organised on a rotating basis. Lessons are 20 minutes duration for 30 lessons throughout the school year. Students may be entered for graded examinations, when appropriate.

Ensemble playing is an important part of learning most instruments. We run weekly rehearsals for orchestra, jazz band, concert band, various choirs and chamber ensembles including string quartet and barbershop quartet. We warmly encourage all students to participate.

The fee for a year's instrumental tuition in 2024-25 was £465, for 30 x 20-minute lessons. This fee is paid in termly instalments. This may be subject to a small increase in the light of pay reviews before the start of the new academic year. If your child is in receipt of Free School Meals, then no charge is made for the cost of the instrumental lessons.

If your child wishes to be considered for instrumental lessons in school from September, you need to complete this form to register your interest <https://forms.office.com/e/6TUWQNuiZ> by **Friday 4th April**. We will then inform you if we are able to offer your child lessons in school during the week beginning 16th June. At this point, you will be asked to pay the first instalment and agree to the terms and conditions (attached to this letter for your reference) by Friday 4th July in order to confirm the lessons.

Any students who we are unable to provide lessons for in September as a result of this process will automatically be placed on a waiting list. There is greater demand for some instruments than others, and in particular piano and guitar tend to have waiting lists.

If there are any questions about the provision of lessons, please contact me via email on cwhitehead@bournemouth-school.org. I look forward to meeting the students and hearing their progress on their instruments in September.

Yours faithfully,

Mrs Clare Whitehead
Director of Music

Bournemouth School
Individual Music Lessons – Terms and Conditions

- 1 Individual music lessons will be arranged by the school, on your behalf, with our peripatetic music teachers.
- 2 There are a total of 30 lessons per year, usually scheduled as follows: 12 in the Autumn Term, 10 in the Spring Term and 8 in the Summer Term. Lessons are 20 minutes long.
- 3 All lessons are subject to the availability of a suitable teacher.
- 4 The instrumental music teacher will provide a report annually on progress made.
- 5 Payment must be received before tuition begins (through WisePay).
- 6 Refunds/alternative lesson times are only made when peripatetic music teachers are absent or tuition times are altered by the school.
- 7 The school requires 2 weeks' notice for changes to the scheduled timetable. All requests for changes to the timetable are subject to availability.
- 8 Students must notify Mrs Cornish of any pre-planned absences from school due to school trips/university visits, etc. Subject to 2 weeks' notice of such by the pupil/student, the school will make every effort to re-arrange the lesson time to enable continuity of lessons.
- 9 Students will receive a timetable for lessons and are expected to check the timetable, be punctual to lessons, and attend all lessons regularly. A register for each lesson is kept by the instrumental teacher.
- 10 Lessons are arranged on a rotation basis and students are expected to make up any work missed in lessons.
- 11 Each timetable will be emailed home, displayed on the noticeboard in the Music department and be made available to students in Teams. The forename and first initial of the surname of each student will be visible on the timetable.
- 12 Students are required to practise regularly, so that progress can be made. 20 minutes per day is recommended for a beginner, whilst a minimum of 30 minutes per day is advised for more advanced students to make and maintain progress.
- 13 Students are expected to make a reasonable contribution to school ensembles, attend rehearsals and perform in appropriate concerts.
- 14 Parents are asked to provide the instruments that their children choose to play. Instruments can be hired from Dorset Music Service (01305 225770)
- 15 Please note that Parents are also liable for all expenses relating to books, tuition, examination fees and maintenance and repairs on instruments.
- 16 We strongly advise that instruments are stored in a hard case in the Music Store whilst not in use in School.
- 17 It is the responsibility of parents to insure the student's instrument. The school is not responsible for damage, theft or repair of instruments. Students leave instruments at their own risk.
- 18 Half a term's notice is required, in writing, if your child intends to give up lessons at the end of a term, so that any necessary adjustments can be made to the employment schedules of our peripatetic music teachers.

Remissions

- 19 The Governors will make an annual contribution of £30 towards the cost of instrumental music tuition for lessons taken at the school for one instrument for those pupils studying for GCSE or A Level music at Bournemouth School.
- 20 Students in receipt of Free School Meals will not be charged for lessons.
- 21 Where there may be cases of family hardship, parents are invited to apply to the Headteacher under the school policy related to charges and remissions for assistance towards some or all of the costs of instrumental music tuition.