



Dear Parents,

NEW INSTRUMENTAL LESSON APPLICATION

notredame.co.uk

Private instrumental lessons are available at Notre Dame School for all girls from Year 1. Lessons are available on the following instruments:

Singing	Recorder	Trumpet	Classical Guitar	Piano
	Flute	French Horn	Acoustic Guitar	Keyboard
Violin	Oboe	Euphonium	Electric Guitar	Drums
Viola	Clarinet	Trombone	Bass Guitar	Music Technology
Cello	Saxophone	Other brass	Ukulele	Music Theory

The contract to provide these lessons will be between yourselves and the instrumental teacher concerned, who will also advise you of the cost of the lessons. This is likely to be in the region of £205-£215 per term for an average of 10 x 30 minute lessons, with around 30 lessons given per year. It is likely that your daughter will receive more lessons in the Autumn Term than in the Summer Term. Payment of the fees should be made directly to the instrumental teacher in advance or lessons may be withdrawn.

Music Technology lessons take place in pairs in the Prep School and are roughly half the cost of other instrumental lessons. In the Senior School girls can opt for lessons in pairs or singly.

You must give a full term's notice in writing to the instrumental teacher on or before the first day of the last term in which your daughter will be having lessons, with a copy to myself (Head of Instrumental Studies) for withdrawal of the above. You must pay the next full term's fees in lieu in the case of inadequate notice. Instrumental lessons carry through automatically from Year 6 to Year 7 so these terms of notice still apply to pupils nearing the end of Year 6.

Your daughter's instrumental teacher will co-ordinate the timing of your daughter's lessons on a carousel system so that girls do not miss the same half hour of the same day each week. Timetables are posted on Firefly. Prep timetables are also displayed in the girls' classrooms. Senior timetables are on the Music Department notice board outside Room 9 along the Maths corridor and a copy will be given to each girl at the start of the year. Instrumental teachers will also send timetables directly to parents by email. Please inform your daughter's instrumental teacher of any potential clashes or planned absences at least a week in advance. Lessons are paid for on a termly rather than an individual basis and if you choose to withdraw your child from any lessons during the term there is no guarantee that the instrumental teacher will be able to make these up. Your daughter may bring home work to catch up, including the occasional test or quiz.

You, as a parent must be aware that the expectation from each instrumental teacher is that the children practise their instrument on a regular basis and are expected to take part in the school choirs and orchestras as appropriate. These groups are part of the school's activity programme and have no additional charge. A range of paid music clubs, groups and ensembles are also available – these are run by the instrumental teaching staff. It is a proven fact that children make better progress on their instrument and derive much greater enjoyment when playing alongside others.

If you would like your daughter to learn an instrument, please fully complete the attached form and return it ASAP to the school office. Please note this form is ONLY for new applications. If your daughter is already learning the instrument in school there is no need to reapply each year.

It will be necessary to share your contact details and your child's SEN and medical details with the appropriate instrumental teacher – please indicate consent on the application form.

Lessons will be organised for the beginning of a new term but in some cases where space is available, children may start at the beginning of a half term. You will be informed in writing if your daughter has to go on a waiting list.

Yours faithfully

Mrs Julie Shaw
Head of Instrumental Studies (Whole School)
E-mail – jshaw@notredame.co.uk

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FOR OFFICE USE ONLY:	Date received:	Start date:
	Logged on SIMS?	Starting Year Group:



**NOTRE DAME SCHOOL
NEW INSTRUMENTAL LESSON APPLICATION**

Please complete all sections
Please note this form is ONLY for new applications.
If your daughter is already learning the instrument in school there is no need to reapply.

Name of child	Year/Class	Today's Date	Instrument(s) Chosen

Parent/Guardian Contact Details to be passed on to instrumental teacher:

Contact Name	Relationship to Child
Home Telephone	Mobile Telephone
Email Address (please write each letter/number clearly in a separate box)	

Postal Address

Child's Previous Instrumental Experience

Instrument(s)	Teacher(s)	Grade(s)
Comments		

These details will be shared with the appropriate instrumental teacher.
 Please tick this box if you **agree to** these details being shared with the appropriate instrumental teacher.
 Please tick this box if you **agree to** the school passing on relevant medical and SEN details concerning your child to the appropriate instrumental teacher.

I would like to apply for instrumental lessons for my child and acknowledge and agree to the terms and conditions overleaf:

Signed:	Date:
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FOR SCHOOL USE ONLY

Teacher	Date Started	HOD signature

INSTRUMENTAL LESSON TERMS AND CONDITIONS

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