

Music Terms & Conditions

Musical Opportunities

We offer a wide variety of music-making at Felsted. We have Orchestras, Jazz Bands, Steel Bands, String Ensembles, Brass Ensembles, Concert Band, Choir, Chapel Choirs and Chamber music groups plus numerous opportunities for solo performances. As well as preparation for Associated Board and Trinity examinations, students are encouraged to take part in internal and external music competitions. There are many concerts throughout the year and our musicians provide the music for the School's productions when possible. Parents are always welcome to attend concerts and any other musical events at school and we are very grateful for your support.

String Scheme YR 3/4

The children in Year 3 learn the violin, viola or 'cello in their curriculum Music classes in the Autumn and Spring term. After this, we offer one term of either free small group lessons, or half price individual lessons. At the end of the Summer term we will need to know if your child is continuing with individual, full price lessons, or not. The 10 week term time notice period will not stand for this trial term. If your child continues in September, these lessons will be full price, individual, and the 10 week discontinuation period will stand.

Tuition

We have 5 full-time and 29 visiting specialist Music teachers offering tuition in the following:

<i>Piano</i>	<i>Flute</i>	<i>Trumpet</i>	<i>Singing (year 4 upwards)</i>
<i>Violin</i>	<i>Oboe</i>	<i>Trombone</i>	<i>Organ</i>
<i>Viola</i>	<i>Clarinet</i>	<i>Tuba</i>	<i>Acoustic Guitar</i>
<i>Cello</i>	<i>French Horn</i>	<i>Orchestral</i>	<i>Electric Guitar</i>
<i>Double Bass</i>	<i>Saxophone</i>	<i>Percussion</i>	<i>Bass Guitar</i>
<i>Harp</i>		<i>Drum Kit</i>	<i>Music theory</i>
<i>Recorder</i>			

Instruments

The school has a few instruments available for hire and can offer advice regarding the purchase of a suitable instrument.

- Hire of School instruments: First three terms (per term) £43.10 Thereafter (per term) £70.00

Please note that any pupil wishing to have piano lessons at school requires a piano/keyboard at home.

Charges for Tuition (Academic Year 2026 / 2027)

- 1 x 30 minute lesson – £41.60 *inclusive of VAT*

This amount is subject to annual review. If you require further information regarding lesson fees, please contact the Bursary on 01371 822621 or the Music Department Administrator mpaadmin@felsted.org. Payment for instrumental lessons is made in arrears and will appear on your School bill as follows:

- Autumn Term – up to 13 Lessons
- Spring Term – up to 11 Lessons
- Summer Term – up to 10 Lessons

Due to the varying length of the three terms, the total number of lessons taught is balanced at the end of the Summer Term, to enable that 30 lessons have been taught over the school academic year. Extra lessons over the 30 must be requested in writing.

It is assumed that music tuition will continue each term and at the end of each academic year unless we receive cancellation in writing. Please read the Discontinuation Policy carefully.

Commencing Tuition

Lessons may commence at any point during the year depending on teachers' availability. Written consent from parents will be needed before the lessons can commence.

Discontinuation Policy

Owing to the contractual obligations between parents and Felsted School, the notice period for termination of lessons is 10 school-weeks (term-time). Notice must be given in writing to mpaadmin@felsted.org. The 10 weeks will run from the week in which we receive written confirmation of termination. If you DO NOT wish to continue with lessons in the next academic year then written confirmation MUST be received prior to July 31st in order to avoid the ten-week notice charge.

Attendance

Lessons take place throughout the school day, including ACADEMIC LESSONS & SPORT. A rota system ensures that students do not miss the same class lesson on too many occasions. If this problem does arise, then it can almost always be resolved. Many years of operating this system has proved to be the fairest for all concerned and that students do not struggle academically as a result of their music lessons. It is the students' responsibility to make sure that they keep up to date with missed academic work. Please DO NOT request to have lessons at a fixed time. Students, parents/guardians will be notified of weekly lessons via email from noreply@misocs. Lessons are also on Google Calendars.

Missed Lessons

As a courtesy to your teacher, please notify the Music Department in advance of any absence. However, it does not exempt the student from payment for the missed lesson. Students are charged for all lessons, including those missed through student absence/cancellation. Any missed lessons are charged for unless a doctor's note is provided. Remember, we hold a specific time slot for you to the exclusion of other possible students. Teachers are **not** obliged to reschedule a lesson as a result of student absences. Lessons missed by the teacher will be made up if at all possible.

It should be noted that the relevant Director of Music may stop a course of lessons if attendance is in any way unsatisfactory. It is the pupil's responsibility to note weekly lesson times, which are published in advance. A weekly automated email is sent to parents and students confirming the date and time of each lesson. Students should also check their personal google or SOCS calendar..

While changes to the lesson times can sometimes be accommodated given reasonable notice by the students to the music staff, refunds will not be given for absent lessons. If the student is injured but able to attend school, music lessons continue as there is plenty of useful work (aural training, theory and general musicianship) that can be covered.

Important Notes

- Music lessons continue throughout all exam periods and study leave and pupils should attend lessons with exam timetables/planners to avoid clashes.
- Students are responsible for informing their music teachers in advance if they are unable to attend a lesson the following week.
- The visiting Music Teachers are responsible for timetabling students, not the Music Department.

Insurance

Parents are asked to ensure that personally owned instruments are covered by their own insurance policy. Felsted School accepts no responsibility for instruments left on school premises. Should you hire an instrument from the school you will be required to complete our Instrument Hire Agreement Form.

Correspondence

Please address all correspondence concerning the logistics of instrumental lessons, notice to commence or terminate tuition and other matters to mpaadmin@felsted.org. Questions about bills should be referred to the Finance Manager, who will contact the Music School if necessary to resolve any issues which arise. All other matters should be addressed to Mr Rees (ocr@felsted.org) for Prep students or Mr Warns (wjw@felsted.org) for Senior students.

Practice

Learning to play an instrument or to sing is a hugely rewarding thing to do and can give years of enjoyment. It is vital that regular daily practice is done to fully appreciate the benefits. We recommend a "little and often" approach. As a young person progresses and becomes a more accomplished musician, practice time needs to increase accordingly. The Senior Music School is open and staffed from 7.30am – 9.00pm Monday to Friday. Prep students will see priority practice time in the school calendar. Extra sessions can be timetabled in consultation with the Director(s) of Music.

Application to commence Music Tuition

Name of Pupil Year Group Form or House:

Music lessons required on the following instrument(s): As from the beginning of the
..... Term 20.....

Instrument 1

Previous experience

Grades taken

Instrument 2

Previous experience

Grades taken

I understand that the School requires a 10 week term time notice period when lessons are terminated and have read and understood the Music Lessons terms and conditions on pages 1 & 2 of this document.

Signed Date

Name

Address

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Telephone No

Email address

**Please return this form (keep the terms and conditions for your reference) directly to the Music and Performing Arts Administrator, Felsted Music Department, Felsted School, Felsted, Essex CM6 3LL
mpaadmin@felsted.org
01371 822685**

For MUSIC Staff use only:

Date Form Received:	Teacher(s) Allocated:	Date Lessons Commenced:
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