Please note: Changes for 2013 are in the following sections:
Type of Lesson – Lessons
A.M.E.B. Exams
What you need – Music Bag
Missed Lessons
Discontinuing Lessons
Type of lesson available

Individual Lesson: with one Student - 30 minutes
- Repertoire and rate of progress is specifically designed for each student.
- Care and attention is taken to establish sound musical and technical facility on the instrument.

Shared Lesson: with 2 students - 30 minutes
- This lesson is designed as an introduction to the instrument where both students learn the same material.
- The Teacher’s time is shared equally between both students. Their rate of progress will not be as fast as for students enrolled in individual lessons.

Lessons
- Lessons are timetabled throughout the School day.
- They are organized, whenever possible, not to clash with Specialist Class lessons.

Acoustic Guitar
- Nylon string (also called classical guitar) recommended for beginners
- Steel string guitars also available - slightly more difficult to play but have a brighter tone which is more often used in modern music
- Very popular contemporary instrument
- Usually plays chords
- Can accompany many styles of music including Rock, Folk, Country and Blues
- Reads treble clef and guitar tablature
- Relatively inexpensive instrument
- Instrument sizes: ½, ¾, full size
- Recommended earliest starting grade is Year 3

Electric Guitar
- Main instrument in most rock bands
- Plays both chords and melodies
- Uses the same techniques learnt on the acoustic but requires more delicacy and finesse and, as such, it is preferable to start learning on an acoustic guitar
- Recommended earliest starting grade is Year 4

Guitar Students
In 2012, students will receive 32 weeks tuition over the course of the year.

Lessons commence in the week beginning 11th February, 2013.
Before students begin to learn an instrument, it needs to be understood this requires a commitment of at least one term.
A student who attends lessons on time and comes fully equipped, benefits most during the total lesson time.
Prior to a performance, lessons may be grouped with other students in order for small ensembles to rehearse together. These will be arranged at the discretion of the Teacher.

Guitar Ensemble

- Ensemble for guitar students are in groups according to level of progress.
- Weekly rehearsals.
- Length of rehearsals is governed by the number of students.
- Designed to reinforce technical grounding covered in lessons.
- Encourages students to play the same material together.

Performances/Concerts

The Skill of Performing
- Concerts encourage a student to focus on a goal.
- This experience develops the ability of a student to feel comfortable when performing.
- Highlights the progress of a student from year to year.
- Two major performances are arranged each year, as follows:

<table>
<thead>
<tr>
<th>Cycle 1</th>
<th>Cycle 2</th>
<th>Cycle 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 weeks</td>
<td>11 weeks</td>
<td>10 weeks</td>
</tr>
</tbody>
</table>

Guitar Concert – Term 2
- Small group items.
- Larger ensembles.
- Students organize the concert, learn stage management and announcing of items.
- Prior to the performance, rehearsals may change time in order for ensembles to rehearse together. These will be arranged at the discretion of the Teacher.
- A notice is sent to parents a few weeks before the concert.

Music Showcase – Friday 25th October
- All school ensembles perform.
- A combined guitar ensemble is rehearsed for this concert.
- Prior to the performance, rehearsals may change time in order for ensembles to rehearse together. These will be arranged at the discretion of the Teacher.
Purchase of Instrument

Acoustic Guitars
- Beginners guitars are quite inexpensive (approx $100) therefore all students are required to purchase their own guitar as the school does not hire them out.
- As a rough guide grades 3 and 4 should look at ¾ size and most grade 5 and 6 students should be able to manage full size guitars.
- It is not recommended that guitars be purchased second hand as the cost savings will be minimal compared with a brand new one as they are often plagued with faults.
- Nor do we recommend purchasing guitars from online stores, toy stores or supermarkets as they have little to no customer support if a problem arises.
- An instrument should be identified with name and class, preferably with a key tag or directly onto the outside of the case.

Storage of Instruments at School
- All instruments are to be stored in the classroom. A student needs to talk to the class teacher to negotiate a safe place out of the way of regular traffic.

What you need

Music Record Book
- Each student is required to use the Music Record Book supplied by the School at the first lesson.
- Replacement books can be requested from the Instrumental Teacher and will be charged on your School statement.
- When a student fails to bring their Music Record Book to 4 consecutive lessons, a new book will automatically be provided and charged on the School statement.

Music Book
- An A4 display book, to hold solo pieces of music not found in the tuition books.
- When a music tutor book is required, the Teacher will advise the name and price of the book and music shops where it is available.
- A display book with plastic inserts for ensemble music.

Music Stand
- The purchase of a music stand is highly recommended for each student.
- Compact fold-up metal stands, available at most music shops, cost $30-40.

Accessories

Acoustic Guitar
- Each student will require several picks (also called plectrums) which are available at any music store
- Guitar bag/case marked with name of student
- A spare set of strings will be handy

Electric Guitar
- Students who bring in electric guitars will be able to use the school amplifiers but will have to remember their own lead and strap
Practice
- Parents should encourage their child to establish a regular practice routine.
- Practice should be in a room with limited distractions, and in an area where a music stand can remain assembled.
- A student should aim to practise between 5 to 7 days a week, with an increase in time as the student progresses.

Missed Lessons
- When your child is unable to attend a lesson, you should notify the Instrumental Co-ordinator kennedy.alyssa.a@edumail.vic.gov.au as soon as possible prior to the lesson.
- Two (2) makeup lessons are permitted each term.
- A make-up lesson will only be granted under extenuating circumstances such as:
  - Illness – only when notification is received before 9am,
  - School Organized Events,
  - Industrial Action,
  - Public Holidays.
- Students are not permitted to request a make-up lesson.
- The student is to attend the make-up lesson or it will be forfeited.
- When a Teacher is absent, the lesson will be replaced.
- Should you be travelling overseas for more than two weeks, please notify the Instrumental Co-ordinator a minimum of 3 weeks before departure, in order to negotiate a possible change to your school statement charges.
- The Teacher will provide make-up lessons at the regular scheduled time at the end of the school year unless otherwise negotiated by the Teacher.
- Replacement lessons for a student enrolled in a shared lesson may be given as an individual lesson which will count as two shared lessons. This will be arranged at the discretion of the Teacher.

Helpful Hints
- A student should enquire at the office when a Teacher cannot be located.
- The night before a lesson, a student should place the instrument, music and Music Record Book alongside the school bag.
- A student may wear a watch or bring an alarm clock as a reminder to go to a lesson.

Discontinuing Lessons
- Occasionally a student loses interest in learning their instrument. These are momentary lapses of enjoyment and with the right encouragement a student can persevere through these times. If you are concerned, contact the Instrumental Teacher to talk over how best to support your child.
- The Instrumental Co-ordinator may be contacted via email – kennedy.alyssa.a@edumail.vic.gov.au
- After discussion with the Instrumental Teacher, should you wish to discontinue lessons written notification must be received:
  - for not continuing into Cycle 2, end of Term 1,
  - for not continuing into Cycle 3, end of Term 2.
- When a student discontinues lessons any make-up lessons due are forfeited.
Payment Structure

Guitar & Ensemble

Payment Structure and Schedule.

<table>
<thead>
<tr>
<th></th>
<th>Individual Lesson &amp; Ensemble</th>
<th>Shared Lesson &amp; Ensemble</th>
<th>Payment in full must be received by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cycle 1</td>
<td>$450</td>
<td>$305</td>
<td>29th March</td>
</tr>
<tr>
<td>Cycle 2</td>
<td>$449</td>
<td>$304</td>
<td>28th June</td>
</tr>
<tr>
<td>Cycle 3</td>
<td>$413</td>
<td>$281</td>
<td>20th September</td>
</tr>
<tr>
<td>Total</td>
<td>$1312</td>
<td>$891</td>
<td></td>
</tr>
</tbody>
</table>

Accounts

- Charges for lessons and ensemble will be included in the school financial statement.
- This is an additional program outside the school’s curriculum and therefore prompt payment of fees is essential in order to maintain the financial management of the program and our commitment to the Instrumental Teachers.
- Lessons will be suspended if payment is not received by the due date.
- Please note: charges for shared lessons have increased in 2013 due to VMTA policy changes.

Example of how it will appear on your Account:

What you enrolled for:

| Individual lesson | 1st Instrument Individual lesson 2013 – Cycle 1 |
| Shared lesson     | 1st Instrument Shared lesson 2013 – Cycle 1    |
| Ensemble          | 1st Ensemble 2013 – Cycle 1                    |

If your child is learning two instruments, or plays in two ensembles:

| Individual lesson and a shared lesson | 1st Instrument Individual lesson – Cycle 1 |
|                                       | 2nd Instrument Shared Lesson – Cycle 1     |
| For two ensembles                     | 1st Ensemble 2013 – Cycle 1                |
|                                       | 2nd Ensemble 2013 – Cycle 1                |
Enrolment forms received in the Office before 2:30pm on Friday 14th December, 2012, automatically go into the draw for a $50 Kmart gift card. Winner will be advised on Monday, 17th December.

* Enrolment for 2013 classes is subject to payment in full of all 2012 accounts.