

Instrumental Update 2019

Cycle Dates 2019

Term 1	Term 2	Term 3	Term 4
Cycle 1 11 th Feb – 10 th May	Cycle 2 13 th May – 2 nd Aug	Cycle 3 5 th Aug – 1 st Nov	Make-up Lessons 4 th Nov – 20 th Dec
11 lessons	11 lessons	10 lessons	

Excerpt from Guidelines:

New Policy for Missed Lessons

- 2.1 Three (3) makeup lessons are permitted per year for Individual & Shared lessons (in strict conjunction with rule 2.2 below). Lessons missed because of Public Holidays, Curriculum Days and all-day School Events, will be automatically replaced. Lessons missed because of shorter incursions or excursions will be replaced if not able to be rescheduled during that day.
- 2.2 When your child is unable to attend a lesson, in order to receive a make-up lesson, **you must** notify the Instrumental Co-ordinator before 8:30am on the day of the lesson, by email: kennedy.alyssa.a@edumail.vic.gov.au OR BY Text Message: 0418 572 621

Instrumental Music Guidelines 2019

Essex Heights Primary School

General Information

- 1.1 Enrolments are ongoing until the School receives a withdrawal in writing
- 1.2 Please only complete a new enrolment form if you want to adjust your current enrolment or start a new instrument/ensemble.
- 1.3 Enrolment forms are the final page in each Handbook
- 1.4 Handbooks can be found on the school website:
<http://www.essexheightsps.vic.edu.au/page/76/Instrumental-Music-Program>
- 1.5 Please hand completed forms to the office or email the Instrumental Co-ordinator -
kennedy.alyssa.a@edumail.vic.gov.au

Missed Lessons

- 2.1 Three (3) makeup lessons are permitted per year for Individual & Shared lessons (in strict conjunction with rule 2.2 below). Lessons missed because of Public Holidays, Curriculum Days and all-day School Events, will be automatically replaced. Lessons missed because of shorter incursions or excursions will be replaced if not able to be rescheduled during that day.
- 2.2 When your child is unable to attend a lesson, in order to receive a make-up lesson, **you must** notify the Instrumental Co-ordinator before 8:30am on the day of the lesson, by email: kennedy.alyssa.a@edumail.vic.gov.au OR BY
Text Message: 0418 572 621
- 2.3 Students are not permitted to request a make-up lesson.
- 2.4 The student is to attend the make-up lesson or it will be forfeited.
- 2.5 When a Teacher is absent, the lesson will automatically be replaced.
- 2.6 **Overseas Travel**
Should you be travelling overseas for more than two weeks, please notify the Instrumental Co-ordinator a minimum of 4 weeks before departure. The instrumental teacher will work with the Co-ordinator to see if lessons are to be replaced or another solution found.
- 2.7 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.
- 2.8 Replacement lessons for a student enrolled in a shared or group 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.

Withdrawal from Lessons

- 3.1 After discussion with the Instrumental Teacher, should you wish to withdraw from lessons, written or email notification must be received by; the end of Term 1, for not continuing into Cycle 2 or the end of Term 2, for not continuing into Cycle 3
- 3.2 **When a student discontinues lessons before the end of the year, all make-up lessons due are forfeited.**

Additional outside lessons or when seeking a second opinion

- 4.1 Please gain the Instrumental teacher's approval before proceeding with additional outside lessons or seeking outside advice.
- 4.2 When seeking a second opinion from an outside teacher on your child's abilities, please discuss this with the instrumental teacher who will provide information and advice on who to approach.

Payment Structure and Schedule

2019 Payment Due Dates

Cycle 1 – 5th April
 Cycle 2 – 28th June
 Cycle 3 – 20th September

Brass & Woodwind, Strings, Harp, Guitar and Drums.

	Individual Lesson & Ensemble	Shared Lesson & Ensemble
Cycle 1	\$575	\$438
Cycle 2	\$575	\$438
Cycle 3	\$530	\$404
Total	\$1680	\$1280

Piano & Keyboard

	Individual Piano	Keyboard 2 Group	Keyboard 3-4 Group
Cycle 1	\$495	\$358	\$275
Cycle 2	\$495	\$358	\$275
Cycle 3	\$450	\$324	\$250
Total	\$1440	\$1040	\$800

Ukulele

	Ukulele 2 Group	Ukulele 3-4 Group	Lunchtime Group Class
Cycle 1	\$358	\$275	\$75
Cycle 2	\$358	\$275	\$75
Cycle 3	\$324	\$250	\$75
Total	\$1040	\$800	\$225

Specialized Ensembles

	Contemporary Band	Collaborative	Small String Ensemble	Exam Class
Cycle 1	No charge	\$90	\$90	\$95
Cycle 2	\$95	\$90	\$90	\$95
Cycle 3	\$94	\$90	\$90	\$95
Total	\$189	\$270	\$270	\$285

Instrument Hire

Standard Instruments
 \$90 per cycle

Violin/Viola
 \$65 per cycle

* Prices are correct as at 4/2/2019. However, maybe subject to amendment this year. Parents will be notified if an adjustment is made.

Accounts

- 1 Charges for lessons and ensemble will be included in the school financial statement which will be emailed to parents. Please note: Payment is **not** available through Compass.
- 2 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.
- 3 Lessons may be suspended if payment is not received by the due date.