

**THIS FORM IS DUE ON OR BEFORE Tuesday 25 -August 2015**

*Please note that late submissions can not be accepted and submit one form per child*

**Application for Music Lessons**

**Commence on Monday 31 August 2015**

Please fill in this form in BLOCK CAPITALS

Full name of child	
Date of birth	
Secondary Learning Team or Primary Class	
Full name of parent/guardian	
Telephone number	Mobile: _____ Home: _____
Email	

**Please tick one box only to show your choice of instrument.**

- |   |   |                                      |                                      |
|---|---|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Drum Kit                 | <input type="checkbox"/> Alto Saxophone     | <input type="checkbox"/> Trumpet     | <input type="checkbox"/> Violin      |
| <input type="checkbox"/> Electric/Acoustic Guitar | <input type="checkbox"/> Tenor Saxophone    | <input type="checkbox"/> French Horn | <input type="checkbox"/> Viola       |
| <input type="checkbox"/> Bass Guitar              | <input type="checkbox"/> Baritone Saxophone | <input type="checkbox"/> Trombone    | <input type="checkbox"/> Cello       |
| <input type="checkbox"/> Piano/keyboard           | <input type="checkbox"/> Clarinet           | <input type="checkbox"/> Euphonium   | <input type="checkbox"/> Double Bass |
| <input type="checkbox"/> Singing                  | <input type="checkbox"/> Flute              | <input type="checkbox"/> Tuba        |                                      |

**Do you need to hire the instrument you have chosen?** (Drum kit, all guitars, piano and keyboard are not available for hire.)

- Yes (Please fill out the Hire Form)                       No

**Please tick one box to show your preferred lesson length.** (details overleaf)

- |   |  |
|---|--|
| <input type="checkbox"/> 12x 30 minute individual - \$4080                                    | <input type="checkbox"/> 12x 1 hour individual - \$8160  |
| <input type="checkbox"/> Student attending Y3-6 camp or No Boundaries 11x 30 - \$3740         | <input type="checkbox"/> Student attending Y3-6 camp or No Boundaries 11x 1 hour - \$7480          |
| <input type="checkbox"/> 12x 30 minute pair – electric/acoustic guitar only - \$2580          | <input type="checkbox"/> Continuing Student (please tick this box if you are a continuing student) |
| <input type="checkbox"/> Student attending Y3-6 camp or No Boundaries 11x 30 min pair -\$2365 |  |

**Important: Cheque no** \_\_\_\_\_

**Please tick one box to show your preferred lesson time.**

- During the school day (8.20am-3.15pm)                       After school (3.15pm -6.30pm)

**Note: After school lessons run for 30mins only and there are limited time slots available. Preference will be given to students who submit the form first.**

**PLEASE RETURN THIS FORM ALONG WITH PAYMENT TO MAIN OFFICE. PLEASE MAKE THE CHEQUE PAYABLE TO "DCPTA".**



## **General Information**

### **When you apply**

Applications are entered onto our database in the order in which they are received. We will attempt to provide lessons for every student that applies. To avoid students missing the same class each week, music lessons during school hours are scheduled on a rotating timetable only. After school lessons will be fixed times. Requests for specific times will be filled in the order that forms AND cheques are submitted.

Instrument Hire forms are entered onto our database in the order in which they are received. Whilst we have a number of hire instruments, we may not be able to provide for all students. In such cases, students will be put on a waiting list until an instrument becomes available.

Most music lessons during normal school hours will be on regularly scheduled but on a rotating time schedule to avoid missing the same subject each week. In some cases, make up lessons may be scheduled before or after school.

Please note that only some instruments are suitable for 6 to 7 year olds. Most instruments are suitable for 8 years and up.

### **Payment confirmation**

Due to a large number of applications from current students and to accommodate new students at the start of term, please note that cheques for the Term 1 2015/16 enrollment will be processed in early September at the earliest.

### **When lessons start**

Lessons will start the third week of Term 1 and the second week of Terms 2 and 3.

**Timetables** will be posted on Ding, The Explorer, in the music department and emailed to parents before the lessons commence so that students can check when their lesson is. We strongly recommend students glue this into their instrumental diary.

### **Getting to lessons**

Students are responsible for getting themselves to lessons on time. Our tutors will not collect students and bring them to the music rooms. You can assist your child by getting them a watch, ensuring that they have their timetable card filled in, and writing a reminder note in their diary. Classroom teachers will have a copy of the timetable of students attending lessons for primary only. For students in Years 1 -3, teachers will remind students about lessons, but will not be held accountable if a lesson is missed due to forgetfulness.

### **Communication**

Students will be provided with an instrumental lesson diary. This is for peripatetic teachers to record student progress and practice requirements, as well as a means of communication between peripatetic teachers and parents.



### **Terms and Conditions**

- Each set of lessons must be paid for in full, prior to the commenced lessons.
- The number of lessons offered each term allows for contingencies such as school closures, trips, exams and other disruptions to the normal school day and/or when teachers may not be available.
- You are only charged for the days when our tutors teach. Therefore, if a tutor is absent on a day when your child is scheduled to have a lesson, the lesson will be given a make-up lesson the following week or added on at the end of the term.
- If your child is absent from school through illness on a day when a lesson is scheduled, you must give your child's tutor at least 24 hours notice so that the lesson can be re-scheduled. If you fail to give the appropriate amount of notice, the lesson will not be made up and no refund will be given. This also applies to scheduled assessment tasks, school excursions and other school-based activities. Please note that no make-up lessons are offered due to inclement weather, suspension of classes or school closure. School camps, No Boundaries and public holidays have already been taken into account.
- Scheduled lessons continue on CPD days (except for 29, 30 September and 2 October 2015), student-led conferences and 3-way conferences.
- We will continue to timetable a lesson for your child each term. We require at least a half term's notice in writing should you choose to withdraw your child from the program. Lessons can only cease at the end of the school term.
- If you do not give us such notice, we will have to charge in lieu of notice.
- Extended absence on behalf of the pupil due to serious illness or injury will be treated sympathetically.
- Timetables of the lessons are published on the college website and the Music Department notice board. It is the pupils' responsibility to make a note of when and where each lesson occurs.

**It is important that you read the terms and conditions carefully prior to signing this document.**

I have read and understand the above terms and conditions.

Parent Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_