

Peripatetic Music Lessons Parent Policy – Please retain for your records

Please find below a series of bullet points that outline the policy for instrumental music lessons. This information is designed to help you understand what you need to do, to get the most out of your son/daughter's instrumental lessons and enable the system to work well for everyone. Please take some time to read this information and discuss with your son/daughter. If you have any questions, please feel free to contact me on the email address below.

Instrumental lessons usually start in the second week of term.

- The instrumental timetables are situated on the noticeboard in Expressive Arts opposite the Music Office.
- All instrumental lessons are offered as individual lessons, with either a 30 minute or 20 minute lesson duration available.
- Pupils are expected to read through the timetable and make a note of their lessons. It is also advised that the pupil looks at the noticeboard on the morning of their lesson to check if there have been any alterations from the instrumental teacher.
- Instrumental lessons are rotated so that the pupils do not miss the same academic lessons each week. Break and lunch may be included in the timetables and the pupils are expected to remember to attend at these times.
- Instrumental teachers will try and adapt the timetable if they are given enough notice, but it is the responsibility of the pupil/parent to advise the teacher before the day of their lesson. Alternatively, an email can be sent to Mr Cook who will liaise with the instrumental teacher.
- Instrumental teachers will send a runner to fetch a pupil that has forgotten a lesson, when possible, and a notification will go to the tutor and the parent if they have to be sent for 3 times in succession.
- Payment to the Finance Office must be made by the date specified in the letter requesting payment for the next term. If payment is not received by that date it will be assumed that the place can be used for a pupil on the waiting list. The pupil will be unable to resume lessons until the term after the term for which payment had originally been requested.
- If the pupil does not wish to continue with music lessons parents should advise the Finance Office and the music teacher as soon as possible. Where payment has already been made for the term (3 months of lessons), if the notice precedes the half term holiday a refund for the second half of the term will be made, less an administration charge. If the notice is during the second half of the term no refund will be made.
- The cost of music lessons will be reviewed and adjustments applied each January in line with payroll costs for peripatetic teachers.

Thank you for your cooperation and support.

Mr Cook, Music Teacher and Assistant Head of Expressive Arts: D.Cook@deerparkschool.net