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**THE HART
SCHOOL**
*Creative
Education
Trust*

NLE/SPO
June 2020

Dear Parent/Carer

The Hart School Instrumental and Vocal Lessons Academic Year 2020 – 2021

At The Hart School we offer all students the opportunity to have additional instrumental and vocal lessons provided by an experienced music teacher. We currently have Guitar, Singing, Keyboard, Brass, Woodwind, Strings and Drum Kit Lessons available. It is important to make you aware that lessons will be offered on a first come first served basis.

Two levels of tuition are available:-

- **Standard Music Tuition** - students are taught in groups of up to 3, with group members/numbers being selected by the peripatetic teachers based on ability and student needs. Group members/numbers will be monitored by the teacher and may change from time-to-time to account for new starters, leavers and the progression of students. It is possible that some students will be taught individually at times but this could change as the students progress in their learning. These lessons are charged at **£85.00 per term** and will be invoiced termly but may be paid in two half-termly instalments of £42.50 by arrangement.
- **Individual Music Tuition** – offers guaranteed one-to-one tuition for your child. These lessons are charged at **£110.00 per term** and will be invoiced termly but may be paid in two half-termly instalments of £55.00 by arrangement.

To register your interest in tuition please complete the below online form –

<https://forms.office.com/Pages/ResponsePage.aspx?id=yu1GLt0A20uVy2z1Ys-7pII966a11OINmBwz8FTtqOFUODI4MTQwRU1PTEhXSkdEUFJWQkNFMkYwVi4u>

Staff

Lessons are provided by professional qualified staff from Entrust Music Service. Some of these teachers are also professional performers who have occasional performing commitments which may mean that lessons might occasionally need to be rescheduled around these commitments. If this is the case, students will be informed in advance.

Timetables

Timetables are displayed on the noticeboard in the Music Department. Students should check the notice board at the start of the day to check for any unavoidable changes.



Ready to learn

Students must ensure that they arrive to their lessons on time and be fully equipped with their instrument, music and practice diary in order to maximise their learning potential.

Absence

It is the students' responsibility to check their lesson times and attend lessons. Students must check the notice board at the start of the day on which their lesson is due for any unavoidable last minute changes. If their teacher is absent, the lesson will be rescheduled, usually at the end of the term. If the student is absent then the lesson will still be charged and forfeited as we still pay for the teacher's time. In the event of a school trip taking place on a lesson day, the student must inform their instrumental teacher at least a week in advance. The teacher will then endeavour to make up the lesson accordingly.

Payment

Invoices will be issued termly and should be paid within 14 days of receipt, although each payment may be split into half-termly payments with prior approval of the Finance Office. Payments should be made by ParentPay but direct payment to the school's bank account will also be accepted – full details will be provided with your invoices. Fees will be reviewed annually and you will be notified of any amendment before the start of each academic year. If payment is not received as stated, further lessons may be cancelled.

Cancellation

If you wish to cancel or change your child's tuition, please inform Mr Lewis, Assistant Principal or the Finance Office, **in writing**. Any changes will take effect as soon as possible following your request. Please note that a full term's fee will be charged if any lesson is taken within that term. Similarly, the higher fee will be charged for a term where any Individual lesson has been taken when changing to/from Standard Tuition.

If you are still unsure about any aspect of the Instrumental Lessons programme, please contact me on nathan.lewis@hartschool.org.uk. If you have any finance related questions, please contact the Finance Office.

Additional instrumental tuition represents a golden opportunity for your child to achieve something extra special at The Hart School. We look forward to working with your child.

If you wish your child to have this opportunity, please complete the below online form as soon as possible as spaces will be allocated on a first-come, first served basis. –

<https://forms.office.com/Pages/ResponsePage.aspx?id=yu1GLt0A20uVy2z1Ys-7pII966a11OINmBwz8FTtqOFUODI4MTQwRU1PTEhXSkdEUFJWQkNFMkYwVi4u>

Yours sincerely

Mr N Lewis

Assistant Principal