

Please return this page of the contract to Miss Sherwood.

I have read and understood the terms and conditions regarding music lessons and would like my son/daughter to have lessons next term. I will pay for the lessons on receipt of an invoice within 14 days.

Please tick the instrument(s) you wish your son/daughter to learn:

Flute	
Clarinet	
Alto Saxophone	
Trumpet	
Cornet	
French horn	
Tenor horn	
Baritone	
Euphonium	
Trombone	
Tuba	
Piano	
Singing	
Guitar (acoustic)	
Guitar (electric)	
Guitar (classical)	
Guitar (bass)	
Drum kit	
Tuned Percussion	
Keyboard	
Music Technology	

Please delete as appropriate.

My son/daughter is a new starter on this instrument.

My son/daughter has played this instrument for years.

For a beginner 20 minutes is the ideal amount of time.

Please tick the length of lesson:

20 minutes @ £9 per lesson	
30 minutes @ £13 per lesson	

Signed Date

Pupil's name Year Form

Email address (invoice will be sent to this address)

Contract for Instrumental and Vocal Lessons

1. Payment

Pupils receive lessons on a one-to-one basis for either 20 or 30 minutes per week at a cost of £9 or £13 per lesson. Longer lessons can be arranged for pupils at a higher level by request. Bills will be sent out before the end of each term before lessons can begin. Bills will be sent out by the instrumental teachers via email not by the school, and as such payment must be made to the teacher not to the school. All other costs (music books, exam fees etc) must be paid for by the pupil/pupil's parent/carer. Advice for these will be given when they arise. Pupils who are in receipt of pupil premium will receive one 20 minute lesson per week paid for by school.

2. Attendance

Pupils will be timetabled for a regular weekly lesson. Late attendance and lack of appropriate materials (eg. Books etc) will result in less than satisfactory progress. No refund can be given in these circumstances. If pupils are unable to attend their lesson due to a school trip, they must tell their teacher at least one week prior to the trip otherwise the lesson will be forfeited with no refund given. If pupils are not in school due to illness or alternative personal reason and lessons are missed as a result, they must still be paid for. If the tutor is absent for any reason, then the lesson will either be made up at another time, refunded or deducted from next term's bill.

3. Practice

All pupils are expected to do an appropriate amount of practice at home. Initially 15 minutes 5 times per week will be sufficient, but as pupils become more proficient then this must be increased.

4. Instrument loan

ATS has a supply of some instruments that may be borrowed at a charge of £30 per term. School also offers an assisted purchase scheme allowing parents/carers to purchase new instruments from shops such as Music Cellar and save the VAT. Please contact Miss Sherwood for more details of this scheme.

5. Communication

It is helpful if pupils provide a notebook in which teachers can comment on areas for practice and communicate with parents. If there is a problem then parents can contact teachers by email or Miss Sherwood by email: j.sherwood@archbishoptemple.com who will try and sort out any issues. If pupils wish to cancel lessons please put this in writing. An interim report will be sent home as part of the school interim reports during the course of the year from each pupil's instrumental teacher.