



# MUSIC DEPARTMENT

## HUDSON PARK PRIMARY SCHOOL



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### GENERAL INFORMATION, TERMS AND CONDITIONS – 2020

- 1 Parents need to fill in an application form for pupils who wish to receive music lessons during academic time. Once this is done, an academic and personality profile of the pupil may be obtained from his/her class teacher, and this information may accompany the application form and will be placed on the waiting list. This also applies to new pupils to the school.
- 2 Any pupils at the school, who have had previous music training and, who have reached the standard equal to Grade 1 or higher, will be auditioned by an appropriate music teacher, and should they pass the audition, then they will be given preference with regard to being placed with that teacher. Failing this, the pupils will be placed, in sequence, on the waiting list.
- 3 If any applicants don't have suitable practise facilities at home then they will not be considered.
- 4 As soon as pupils can be accommodated, the parents will receive a notification from the music teacher.
- 5 Once pupils have been placed with a music teacher, they will be given a period of three months to convince their teacher that they are serious about their lessons, and whether they want to continue. In this time, pupils will be expected to:
  - a. Attend every lesson or provide a valid reason for absence thereof;
  - b. Have the relevant books and instrument at every lesson;
  - c. Prepare their work thoroughly by practising regularly;
  - d. Make reasonable progress, and
  - e. Catch up all classwork that may have been missed while they were at their music lessons.

It remains the responsibility of all music pupils to report for their lessons, even if they have forgotten to bring their instruments or books. No pupils will be called for over the intercom system.

If, during the selection process, the music department is advised, by the music pupil's class teacher, that the selected pupil cannot afford to receive music lessons during academic time, then those music lessons during academic time may be reconsidered.

- 6 Should anyone want to withdraw their child from the Music Department, then, they must give one calendar month's written notice, effective from the first day of the next month, and parents will be required to continue with the usual payment for the notice period. Your child may refrain from attending music lessons during this time at your written request.
- 7 Music students may expect to receive at least two lessons per week. These lessons may be conducted individually or in groups at the music teacher's discretion. Lessons missed by pupils will not be made-up in the following cases:
  - a. Outdoor excursions or other school activities such as athletics days or galas;
  - b. Absenteeism;
  - c. The teacher being involved in Eisteddfods, Music Competitions, Music Festivals and Music Exams. In this case, pupils will be notified beforehand.

Any lessons lost owing to the teacher not being available may be made-up, at the teacher's discretion.

- 8 Pupils may not take lessons on more than one instrument during their academic hours.
- 9 All music pupils must have a homework book that must be signed by their parents at least once a week. Notices and invitations to music evenings are placed in these books. Parents are welcome to communicate with music teachers through these books as well as by emailing them.
- 10 Practical tuition is offered on the following instruments:
- a. Piano. (Please note: Preference will be given to learners who have a piano to practise on at home. An electronic Keyboard may be used at home in the early stages of learning and will only be allowed to be used for the first two years of tuition);
  - b. Vocal training;
  - c. Kit Drumming;
  - d. Descant Recorder (Recorder will only be taught to Grade 2's and 3's);
  - e. Strings (Violin, Viola, Cello, Double Bass);
  - f. Guitar (Classical, Electrical and Bass);
  - g. Woodwind (Flute, Clarinet and Alto Saxophone), and
  - h. Brass (Trumpet, Althorn, Mellophone, Baritone, Euphonium and Tuba). All brass pupils start on Trumpet first and, at the discretion of the music teacher, may change instruments once the instrument has been reasonably mastered.

Most of the instruments may be hired/used from the school. Pupils learning to play Recorders must have their own instrument.

- 11 Music lessons will run from 01 February to 30 November 2020. Fees are R255 per month and instrument hire/use, R95 per month, charged per child, over 10 months. You will be billed for the February to November months; however it is due and payable from 01 March to 31 December 2020.
- 12 Payments can be made by cash, EFT or debit order. Should you wish to make payment by debit order ensure that your selection on the debit order form includes other fees.
- Music exam fees with The Associated Board of the Royal School of Music, Trinity College London and/or UNISA must be paid into the school's banking account.
- 13 Before an instrument may leave the school premises, a form must be completed by the instrument-hiring parent. All instruments that are hired must be insured by the parent concerned. No school-owned instrument may be left unattended at school or anywhere else, and may only be used, by the music pupil, for the purposes intended. No pupils may use school-owned instruments in a public place without the presence of their teacher.
- 14 Parents of music pupils will be required to purchase or hire any music books which the teacher deems necessary. Our music-lending library only provides supplementary music to pupils.
- 15 Music reports will be handed out at the end of every second and fourth term.