GOLDEN GROVE LUTHERAN PRIMARY SCHOOL

BELIEVE COLLABORATE ACHIEVE

# 2018 Instrumental Tuition

*Please read the following information carefully.*

## Introduction

Instrumental tuition at Golden Grove Lutheran Primary School is encouraged and well supported. Some families prefer the convenience of lessons being provided at school, and we cater for this through providing a number of qualified, experienced and skilled instrumental teachers.

At school we provide tuition in piano or keyboard, voice, drums, guitar and if enough interested and availability of teachers, violin, woodwind and brass.

Golden Grove staff work in collaboration with the instrumental instructors to provide our students with access to lessons within school hours using school facilities.

## Arrangement between Parents and Instructors

Instructors are recommended by the School to provide these lessons. Where parents request a lesson, the School will refer them to an instructor, who has indicated their availability. The parent(s) and instructor will then enter into an agreement for the instructor to provide lessons, in return for a fee to be paid by the parent(s). The School is not a party to that agreement.

The School will recommend an appropriate fee for School-based lessons, as well as certain other conditions as set out in the attached document, but it is up to parents and instructors to reach agreement on these matters. Parents and instructor may also if they wish arrange for additional home-based lessons, on whatever terms they see fit.

## Role of the School

Parents may, if they wish, hire instruments from the School for students to use. Hire charges are available on request. Costs of instrument hire will be added to the parent school fee account.

The School will enter into an agreement with an instructor; this agreement will set out the terms on which the School is prepared to allow instructors access to the School for the purpose of conducting lessons.

The agreements with instructors will include expectations as to the behaviour of instructors, consistent with the School's duty of care to its students and staff. The School will endeavour to ensure that instructors are suitably qualified, provide lessons and behave appropriately towards students

## Students' Responsibilities

Each student undertaking lessons must obtain an instrumental diary, which is available from their instrumental teacher, paid to the school via their music teacher. Students must take this

instrumental diary to each lesson, and ensure that their instrumental diary is signed by a parent each week.

Students are expected to be punctual for lessons, and to treat instructors with the same courtesy and respect as their other teachers.

## Contact for Further Information

Parents or instructors who have any queries or problems should contact Ruth Carter.

## Recommended Fees and Conditions for Instrument Lessons

### Recommended Fees

The fees for half hour lessons at Golden Grove Lutheran School are set by individual Instrumental teachers. All lessons will be approximately $25- $27 per half hour. Group rates may be available for some instruments but should be individually negotiated. Fees are not set by the school but by individual instrumental teachers.

These recommended fees are subject to change.

### Recommended Conditions

Once an agreement to provide lessons has been made, that agreement will last for the remainder of the school year. **Parents may terminate the agreement before then, but only at the end of a term, and then only by informing the instructor in writing at least two weeks before the end of that term.**

The instructor must maintain communication with the parents through the student's instrumental diary, and in particular inform parents if the student is late for, or fails to attend, a scheduled lesson. The instructor must also provide a written report to parents on the student's progress twice a year, in terms 2 and 4.

*Student Absences*

If the student is going to be absent from a lesson because of sickness, an excursion or other unavoidable reasons, **parents must let the instructor know as soon as possible, and no later than 7:30am on the day of the lesson.** The instructor will then arrange to make up the lesson at a later date. If the instructor is not informed of the absence in good time, parents will be charged for the missed lesson.

*Instructor Absence*

It an instructor is absent, they will notify the school and, when necessary, the families affected. If the absence is known in advance, the timetable will be adjusted accordingly. If it is a last minute notification, the instructor will make up a lesson or subtract the fees from the next term's account.

## Instrumental Teachers Contact details

This will be provided by the instrumental teacher when your child begins tuition.