

Dear Parents

## NEW INSTRUMENTAL LESSON APPLICATION

Private instrumental lessons are available at Notre Dame School for all girls from Year 1 to Year 13. Lessons are available on the following instruments:

<b>Violin</b>	<b>Viola</b>	<b>Cello</b>	<b>Piano</b>	<b>Drums</b>	<b>Theory</b>	<b>Voice</b>	<b>Guitar</b>	<b>Electric Guitar</b>	<b>Ukulele</b>
<b>Flute</b>	<b>Recorder</b>	<b>Clarinet</b>	<b>Saxophone</b>	<b>Trumpet</b>	<b>French Horn</b>	<b>Trombone</b>	<b>Music Technology</b>		

The contract to provide these lessons will be between yourselves and the instrumental teacher concerned, who will also advise you of the cost of the lessons. This is likely to be in the region of £200-£210 per term for an average of 10 x 30 minute lessons, with around 30 lessons given per year. It is likely that your daughter will receive more lessons in the Autumn Term than in the Summer Term. Payment of the fees should be made directly to the instrumental teacher in advance or lessons may be withdrawn.

Music Technology lessons take place in pairs in the Prep School and are roughly half the cost of other instrumental lessons. In the Senior School girls can opt for lessons in pairs or singly.

**A full term's notice in writing must be given to the instrumental teacher on or before the first day of the last term in which your daughter will be having lessons, with a copy to myself (Head of Instrumental Studies) for withdrawal of the above. The next full term's fee must be paid in lieu in the case of inadequate notice.**

Your daughter's instrumental teacher will co-ordinate the timing of your daughter's lessons on a carousel system so that girls do not miss the same half hour of the same day each week. Timetables are posted on Firefly. Prep timetables are also displayed in the girls' classrooms. Senior timetables are on the Music Department notice board outside Room 9 along the Maths corridor and a copy will be given to each girl at the start of the year. Instrumental teachers will also send timetables directly to parents by email. Please inform your daughter's instrumental teacher of any potential clashes or planned absences at least a week in advance. Lessons are paid for on a termly rather than an individual basis and if you choose to withdraw your child from any lessons during the term there is no guarantee that the instrumental teacher will be able to make these up. Your daughter may bring home work to catch up, including the occasional test or quiz.

You, as a parent must be aware that the expectation from each instrumental teacher is that the children practise their instrument on a regular basis and are expected to take part in the school choirs and orchestras as appropriate. These groups are part of the school's activity programme and have no additional charge. A range of paid music clubs, groups and ensembles are also available – these are run by the instrumental teaching staff. It is a proven fact that children make better progress on their instrument and derive much greater enjoyment when playing alongside others.

If you would like your daughter to learn an instrument, please fully complete the attached form and return it ASAP to either myself or the school office. Please note this form is ONLY for new applications. If your daughter is already learning the instrument in school there is no need to reapply each year.

It will be necessary to share your contact details and your child's details with the appropriate instrumental teacher – please indicate consent on the application form.

Lessons will be organised for the beginning of a new term but in some cases where space is available, children may start at the beginning of a half term. You will be informed in writing if your daughter has to go on a waiting list.

Yours faithfully

Mrs Julie Shaw  
Head of Instrumental Studies (Whole School)  
E-mail – [jshaw@notredame.co.uk](mailto:jshaw@notredame.co.uk)

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**NOTRE DAME SCHOOL  
NEW INSTRUMENTAL LESSON APPLICATION**

Please complete all sections  
Please note this form is ONLY for new applications.  
If your daughter is already learning the instrument in school there is no need to reapply.



Name of child	Year/Class	Today's Date	Instrument(s) Chosen

**Parent/Guardian Contact Details to be passed on to instrumental teacher:**

Contact Name	Relationship to Child
Home Telephone	Mobile Telephone
Email Address (please write each letter/number clearly in a separate box)	

Postal Address

**Child's Previous Instrumental Experience**

Instrument(s)	Teacher(s)	Grade(s)
Comments		

These details will be shared with the appropriate instrumental teacher.

- Please tick this box if you **agree to** these details being shared with the appropriate instrumental teacher.
- Please tick this box if **do not agree to** these contact details being shared with the appropriate instrumental teacher.

I would like to apply for instrumental lessons for my child and acknowledge and agree to the terms and conditions overleaf:

<b>Signed:</b>	<b>Date:</b>
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## FOR SCHOOL USE ONLY

Teacher	Date Started	HOD signature

### INSTRUMENTAL LESSON TERMS AND CONDITIONS

Private instrumental lessons are available at Notre Dame School for all girls from Year 1 to Year 13. Lessons are available on the following instruments:

**Violin    Viola    Cello    Piano    Drums    Theory    Voice    Guitar    Electric Guitar    Ukulele**  
**Flute    Recorder    Clarinet    Saxophone    Trumpet    Euphonium    Trombone    Music Technology**

The contract to provide these lessons will be between yourselves and the instrumental teacher concerned, who will also advise you of the cost of the lessons. This is likely to be in the region of £200-210 per term for an average of 10 x 30 minute lessons, with around 30 lessons given per year. It is likely that your daughter will receive more lessons in the Autumn Term than in the Summer Term. Payment of the fees should be made directly to the instrumental teacher in advance or lessons will be withdrawn.

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Your daughter's instrumental teacher will co-ordinate the timing of your daughter's lessons on a carousel system so that girls do not miss the same half hour of the same day each week. Timetables are communicated to girls in school via noticeboards and are published to class teachers and on Firefly. Instrumental teachers will also send timetables directly to parents by email. Please inform your daughter's instrumental teacher of any potential clashes or planned absences at least a week in advance. Lessons are paid for on a termly rather than an individual basis and if you choose to withdraw your child from any lessons during the term there is no guarantee that the instrumental teacher will be able to make these up. Your daughter may bring home work to catch up, including the occasional test or quiz.

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