



**SOUTHWELL  
SCHOOL**

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# Itinerant Performing Arts Handbook 2019

## Information about Instrumental, Voice and Speech & Drama lessons

Thank you for considering private music and speech & drama lessons through the Performing Arts Department at Southwell School. This school has a long-standing musical tradition and we pride ourselves on this. We recommend that all pupils learn to play an instrument as part of their education. We are confident that your son or daughter will have a positive musical experience through their instrument lessons and involvement in the number of music groups offered.

Southwell offers a range of skilled and experienced teachers. The benefits of learning an instrument and being involved in the ensemble groups adds significantly to the quality of their lives both now at school and later in life. This programme gives children the opportunity to become a 'star'.

As well as opportunities for soloists, the school has a Jazz Band, String Orchestra, Wind Band, Symphony Orchestra, Chamber Ensemble, and Rock Bands; as well as the Girls' Choir, Boys' Choir, and Junior Choir. The expectation of all students who learn an instrument is that they play in one of the groups on offer when they are able. Playing in a group gives a much broader understanding of music.

Please fill in the [online request form](#) for tuition by **Wednesday 30<sup>th</sup> January 2019** to secure lessons. Students will be assigned to the appropriate teachers, who will then contact you to discuss exact fees, lesson details and give you their contact details.

Please do not hesitate to contact us for further information regarding lessons or the music groups on offer at Southwell School.

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The broad aim of the tuition programme is to develop students' musical, social and personal awareness through participating in instrumental music instruction and ensembles, rehearsals and performances.

**Students, parents and caregivers must read and retain this booklet.**

- Tuition is offered in a range of musical instruments and voice, as listed on the instrument request form.
- Specialist itinerant music teachers are available for lessons within and, to a limited degree, out of school hours.
- A commitment to **regular home practice** and attendance at lessons is essential for progress to be made. As Dr Shinichi Suzuki says "only practice on the days you eat".

**General Conditions:**

1. The teaching relationship with the student is private, with standards and monitoring of lessons under the management of the school's Director of Music. Enquiries relating to tuition should be directed to the teacher concerned or the Director of Music.
2. Enrolments for instrument lessons **must** be made on the appropriate form. Information will be passed to the Itinerant teacher, and the teacher will contact the student and parent to discuss exact fees, arrange the lesson time and details, and give you their contact details. Teacher choice may not always be possible.
3. Lessons will generally be held during class time, with only a limited number of times available outside curriculum time. Availability of lessons outside curriculum time is entirely at the instrument teacher's discretion, and priority will generally be given to Year 7 & 8 students.
4. Lesson times will be rotated; this means a student will not miss the same subject each week, and generally any particular subject should be affected only once or twice over the term. **It is the student's responsibility to catch up on school work missed.**
5. Students are strongly encouraged not to have more than two lessons (music or speech & drama) per week in curriculum time.
6. Year 0/1 students may not be enrolled into music lessons during their first term at school to allow them sufficient time to become accustomed to the daily routines in the classroom with minimal disruption to their timetable. Following this initial period, Year 0/1 students may then be enrolled into a music lesson which is suitable for their age and physical maturity; e.g. keyboard, piano, recorder, ukulele, or a stringed instrument.
7. It is expected that all students have their own instruments and should bring them to lessons (with the exception of piano/keyboard and drums).
8. Itinerant teachers will give students and parents their personal phone numbers and email address, and parents and students should contact them directly for routine matters. Emails can also be obtained from the Director of Music or the main office.
9. A report from the teacher will be given twice a year. The first is at the end of Term 2 and the second is at the end of the academic year.

**Fees and Obligations:**

1. The contractual arrangement for lessons is between the parent/caregiver and the itinerant teacher. Parents will be charged through the school's accounts department at the beginning of each term for a minimum of eight lessons. The number of lessons will depend on the length of the school term but will generally be eight or nine per term. Additional lessons may be taught by agreement with the itinerant teacher and the parent.

2. It is expected that students are enrolled for a complete academic year and students must re-enrol for lessons at the beginning of every new academic year.
3. Should parents decide to withdraw their child from music lessons they are required to give written notice (signed) to the teacher involved and the Director of Music. Verbal advice by the student is not sufficient. As tutors are required on a needs basis, termination of lessons during the term is not permitted. Four weeks' notice prior to the end of term is required in order to end this contract. Itinerant teachers will charge for four lessons in lieu of notice given.
4. Fees are set by each individual itinerant teacher. The fees for individual tuition range between \$25.00 and \$35.00 per 30 minute lesson. Group charges vary between \$15.00 and \$25.00 per 30 minute lesson per student. Please note there should be no more than three students in a group for practical lessons (with an instrument) and up to five students for theory. Some teachers' rates are GST exclusive but it will be made clear from each itinerant teacher at the start of the year exactly how much will be charged.
5. Additional costs may include tutor books and sheet music, and teachers may also make a reasonable additional charge to recover photocopying costs.
6. Enrollment is conditional on your school account being up to date.

**Student requirements:**

- To attend their lessons regularly and on time
- To bring the appropriate gear to lessons (books, instruments, note book)
- To practice regularly
- To have a positive attitude

**Missing lessons and absentees:**

1. Students unable to attend their lesson for ANY reason must notify the teacher in advance, at least 24 hours before the lesson. If appropriate notification is not given the lesson will be charged.
2. If a student, for any reason such as a test or a very important curriculum lesson, is unable to attend his/her instrumental lesson, he/she must advise the instrumental teacher. In most cases, if prior notice is given, an alternative lesson time can be arranged. However, if the student does not notify the instrument teacher in advance, or simply forgets to go to a lesson, that lesson must be paid for by the parent. When a student is absent on excursions, fixtures etc. a make-up lesson may be scheduled at another time, providing prior notice is given by the student or his/her parents.
3. It is recommended that the student and parent sit down at the start of each term with the school calendar, work out any possible clashes, and notify the teacher.
4. Lessons missed by students without appropriate notice may not necessarily be made up, whether or not they have been charged for. In the event of the teacher being unavailable to attend (due to illness, public holidays, teacher only days etc.) the lesson will be made up, or the minimum charge adjusted accordingly.

### **Performance Opportunities:**

- It is important that students take every opportunity to gain performance experience as part of their musical and personal development.
- Each year in Term 4 there will be four Itinerant Concerts where students who get lessons through the school have the opportunity to perform. Students may be put forward to perform at their teacher's discretion.
- In addition to this, each year there will be a Performing Arts Concert, which includes items of the highest calibre. Entry into this concert is by invitation or audition by the Director of Performing Arts and the Director of Music.

### **Further details:**

#### **Suzuki Method - Violin & Cello**

Suzuki Method or "Mother Tongue" method is introduced into the child's life in the same way as their own native language, by introducing a recording of their music into the home. Daily listening to the music, repetition of small steps, and parental involvement in lessons and practice creates a triangle of commitment between the teacher, child and parent which allows the child to flourish. Once aural and instrumental skills are established, reading is introduced much as in the same way as we learn our own language. In addition to individual lessons, group lessons twice a term provide valuable motivation, enjoyment and peer support.