



# Instrumental Music Program Policy

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<b>Approval Authority (Signature &amp; Date)</b>	<i>Gail Hardman 8/10/2020</i>
<b>Responsible for Review</b>	Assistant Principal – Teaching & Learning
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<b>References</b>	

## RATIONALE

- Seymour College believes the study of music fosters intellectual, physical and emotional development. In addition to teaching students to play their instruments, playing music develops teamwork, commitment and study skills, and bestows upon students a unique musical experience from which they will benefit for the rest of their lives.

## AIMS

- **‘Music nurtures the soul...’**  
Studies show that learning and playing music increases intelligence, confidence, resilience and happiness. It is an activity that lasts a lifetime, with bands and orchestras across Australia and internationally that welcome new members. Once people learn to play, they will find a group to join wherever their future leads them. Learning music is a hobby that lasts a lifetime, as well as there being career opportunities.

## GUIDELINES FOR IMPLEMENTATION

### Music Lessons:

- Music students attend weekly lessons in small groups of up to four students. These lessons are held during class time, with times alternated weekly to ensure students are not repeatedly missing the same class. Once students have a basic grasp of how to play their instrument, groupings will be done based on ability, making it possible for students to learn at their own rate. Regular home practice is expected to ensure maximum skill development.

### Bands and Ensembles:

- To further develop their skills, students are required to participate in a concert band or ensemble that suits their level of learning. Ensembles and band will be scheduled in the same manner as lessons, and these rehearsals are an essential component of the program. As well as mastering their instrument, students must be able to play with others. The skills of playing in tune and in time with a group are learned “on the job”. Students enjoy the social aspects of playing in groups, but it is also an important part of musicianship.

### Performances:

- Music is a performing art, and we will expect our students to perform! Of course we won’t expect them to play for an audience of thousands, but they will gain performance experience in gradual steps. At first students will

participate in small, cosy soirees and eventually will enjoy playing for school assemblies, open days, local community events and special activities.

#### **Music Camps and Eisteddfods:**

- Once students reach a certain level, they may wish to participate in music camps and competitions. Students and parents will be kept informed as opportunities become available.

#### **Recordings:**

- From time to time we will record the band and ensembles so that students and parents have a souvenir of performances and can enjoy hearing the progress students make.

#### **Extra Rehearsals:**

- From time to time, extra rehearsals for a performance may be necessary, and students and parents will be informed as the need arises. There is the possibility of rehearsals being scheduled before or after school, or on weekends, although we understand that this may create problems for bus travellers.

#### **Workshops:**

- Students find that having a chance to work with professional musicians can be inspiring and help them with their learning. From time to time we will arrange for our instrumental music students to work with experts. It is our intention that there be no extra charge, but of course this will depend on our budget. Any workshops that incur a fee will not be compulsory.

#### **Fees:**

- The instrumental music program is run on a non-profit basis and relies on the subscription of its participants. The fees of \$40.00 a term are very reasonable when compared to private tuition and fees charged at other schools. Students who are accepted into the program have the use of a school instrument and receive weekly lessons and ensemble training. Students who do not need a school instrument will pay a reduced fee of \$30.00 a term.

### **USE OF SCHOOL INSTRUMENTS**

The school has a small collection of instruments which will be made available to students. Students who use a school instrument will need to fill in an Equipment Loan Agreement Form which will be countersigned by a parent or guardian. The conditions of the loan are outlined on this form.

### **WAITING LIST**

Students who apply for the program may find we don't have an instrument to offer if the school instruments have already been assigned. Students who miss out will be put on a waiting list. Some parents may decide to hire or buy an instrument so that their child may participate. Our staff are happy to help parents find a company or organisation which is reliable and offers the best rates. There are, for example, companies which offer a 'hire/buy' scheme where rental payments go towards purchase.

### **HOW TO PARTICIPATE IN THE SEYMOUR COLLEGE INSTRUMENTAL MUSIC PROGRAM:**

All new Seymour College students, who attend the secondary college, have the opportunity to participate in the instrumental music program. If you would like your child to be part of the Instrumental Music Program, please complete the attached form and return to the main office. When students are allocated an instrument they will be issued with a letter of confirmation. Invoices are then posted to parents. If you have any queries about the program, please contact the Instrumental music teacher or coordinator before submitting this form.

### **CONDITIONS OF PARTICIPATION:**

Music fees apply to all participants in the music program. The Seymour College music program incurs costs that are only partially subsidised by parents/guardians.

1. You must pay the fees which are due each term within thirty days. If the fees are not paid by the due date, the student can be asked to withdraw from the music program.
2. If a student wishes to withdraw from the program, he/she must first submit a letter signed by parents. **Please be aware that if your child decides to withdraw from the program., you will still be charged for that term's fees.** For example; a student who withdraws after three weeks will not receive a refund.
3. If families are facing financial hardship, and find it difficult to pay the fees, parents may contact our social welfare coordinator. We don't want keen children to miss out.
4. Payment of the music subscription fee entitles students to participation in the music program, which includes having lessons and participating in a weekly ensemble rehearsal. While every effort is made by music staff to avoid conflicts with other subjects, there will inevitably be instances where the student is unable to attend

lessons through no fault of their own (e.g. sport or excursion day). **Subscription to the music program does not guarantee that the student will receive a lesson every week of the term, although we will endeavour to offer 'catch up' lessons if possible.**

5. Once parents have agreed to their child's participation in the Seymour College music program, their child may commence lessons. If payment has not been received within 30 days we reserve the right to discontinue lessons.
6. If students begin lessons part way through a term, pro-rata fees will apply.
7. For students that have been in the program for a few years, and their interest is established, parents/guardians will be encouraged to purchase an instrument for their child so that the school instruments can be used by others.
8. In the case of loss or damage of a school instrument due to negligence or misuse (i.e. circumstances not covered by DET) the cost of replacement or repair will be the responsibility of parents, as outlined in the Equipment Loan Agreement form.

NB. Classroom teachers understand that students must attend instrumental music lessons, ensemble rehearsals and occasionally band performances which take place during class time. Students must take note of class work missed in subjects and be sure to catch up as needed. Class teachers are advised of lessons and rehearsals well in advance.

#### **WHAT WE REQUIRE OF INSTRUMENTAL MUSIC STUDENTS:**

- Students learning an instrument are expected to attend lessons each week (*on a rotational basis: ensuring that the same class is not missed very often*) and attend band rehearsal.
- Students must take responsibility for attendance and for checking lesson times.
- Storage: Students must follow the rules about storage of their instrument at school. Students with large instruments will be told where to store their instruments during the day. All instruments should be stored securely.
- All reasonable care of instruments must be taken by the student against damage, loss or theft.
- In the event of any such occurrence, the Coordinator of Instrumental Music must be notified immediately.
- On no account must the student, or any other unauthorised person, attempt repairs or adjustments to the instrument. Any damage or defects in the instrument must be brought to the attention of the student's instrumental teacher.
- Please ensure that your child establishes and maintains his/her daily practice routine.
- School instruments are not to be taken out of Australia.
- Students must understand and accept that responsibility of participating in our groups extends to rehearsal/performance setting and packing up.
- Students must participate in performance activities. If an ensemble or group is playing out, the absence of even one person can make a difference. There may be unavoidable circumstances when a student can't participate, and if so, as much notice as possible should be given.

#### **WHAT HAPPENS IF MY CHILD DECIDES HE/SHE DOESN'T WANT TO CONTINUE?**

If a student has been learning for some time and wishes to withdraw from the music program, he/she must fully discuss it with parents and the music staff. If the decision is to discontinue, parents need to confirm this in writing and forward to the Coordinator of Instrumental Music. As stated earlier, students will then be charged for that term only.

We encourage students to learn for at least one year to gain a realistic picture of their capabilities and interest level. Learning an instrument takes time, patience and steady practice. Sometimes students need to be encouraged to stick to it until they play well enough to find self-fulfilling enjoyment. It isn't as easy to go up a level on a musical instrument as it is in a computer game. Sticking to their lessons and practising regularly can help students learn the value of determination. We find that once students get past the awkward stage, they're glad they didn't give up!

#### **PARENTAL INVOLVEMENT**

Parental involvement is always appreciated. Encouraging regular practice is the best way for parents to help. In their lessons, students learn what to practise. Without the practice, there will be little progress. We also hope parents can support our instrumentalists by attending soirees or concerts.

## EXPECTATIONS

- This policy will be reviewed as part of the College's review cycle.
1. This policy will be made available on the College's website.
  2. This policy was ratified on 

08/10/2020
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### *Child Safe Standards*

*"Victorian government schools are child safe environments. Seymour College actively promotes the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment in accordance with their legal obligations including the Child Safe Standards. The College's Child Safety Code of Conduct is available on the school's website."*

## Seymour College Instrumental Music Application Form

**Student name:** .....

**Home Phone Number:** .....

**Student Mobile Phone Number:** .....

**Student Email:** .....

**Parent name:** .....

**Parent Email:** .....

**Parent Mobile Phone Number:** .....

Thank you for expressing interest in our Instrumental Music Program.

Cost associated for participation is \$40 per term paid in advance.

Students will be issued with an instrument and lessons will commence **as soon as payment is made**, and instrument hire can be arranged. The school has a limited number of instruments for hire, but we will endeavour to accommodate as many students and types of instruments that we can. Alternatively, you may wish to purchase your own instrument, or you may already own one.

If you are planning to purchase an instrument, it is recommended that you discuss this with the instrumental teacher to assure the most suitable choice of brand. Not all brands are the same, and some companies have better back-up. Some inexpensive instruments are made of soft metal and can't be repaired.

**1. Instrument Application:**

Below is a list of instruments that students can learn. Our programme develops playing skills for a concert band, and at present there is no tuition for piano or strings.

Place a No.1 in the box of the instrument you would like to learn. If you do not receive your first preference but would accept a second or third preference, please indicate with a No. 2 & 3.

*Only number this box if you are prepared to learn the instruments you choose:*

<i>Flute</i>		<i>Clarinet</i>	
<i>Alto Saxophone</i>		<i>Tenor Saxophone</i>	
<i>Trumpet</i>		<i>Trombone</i>	
<i>Keyboard</i>		<i>Bass Guitar</i>	
<i>Drums and/or Tuned Percussion (Xylophone)</i>		<i>Other (Please List)</i>	

**2. To give us some background information please answer the following:**

- a) What instrument(s), if any, have you learnt before? .....
- .....
- b) How long have you played those instruments? .....
- c) Do you own your own instrument? If so, what is it? .....

**3. Parents, please acknowledge the following: -**

- a) I agree to pay \$40 in advance each term.

*Upon receipt of this form you will be invoiced accordingly.  
Lessons can only commence once payment is made*

- b) If my child loses or damages an instrument, I will be expected to replace it.
- c) If my child no longer wants to participate in the program, the hired instrument will be returned immediately.

Parent Signature:..... Date:.....

Feel free to contact us at the College if you have any questions.

Kind Regards

Roger Manderson  
Instrumental Music Teacher