

# INSTRUMENT AND VOCAL LESSONS AT ST MARTIN'S SCHOOL

Dear Parent or Carer

We are delighted to hear that your child has expressed an interest in learning a musical instrument and hope they continue to pursue this interest, not just at St Martin's, but throughout their lifetime.

The benefits of learning to play are endless. Music is a passion for life for many, and a vast number of adults wish they were able to learn an instrument, or had persevered with learning one. It assists with concentration, breathing, posture, and is a vehicle for self-expression and self-discipline. It is also a highly social activity with many of our students taking part in group extra-curricular activities – or planning their own.

At St Martin's, we have a plethora of musical activities that your child will be able to benefit from. We are very fortunate to be a well-resourced, award-winning department, with a group of excellent peripatetic teachers who complement our classroom curriculum, and we aim to offer a wide range of opportunities to our young musicians.

I look forward to welcoming your child to the music department.

Mr A Williams, Head of Music

## OUR PERIPATETIC TEACHERS

Ms S Elliott  
*Vocals/Singing*

Mr C Maddox  
*Woodwind*

Mr M Horner  
*Piano*

Ms I Mici  
*Violin / Strings*

Mr S Leggett  
*Drums*

Ms I Pincombe  
*Piano / Woodwind*

Ms C Lowe  
*Piano*

Mr R Stokkereit  
*Guitar*

## THE LESSONS

Students can have ten lessons per term (one per week) or five lessons per term (one per fortnight) at a cost of £17.50 per lesson.

In the event of planned student absence, it is requested that the parent contacts the teacher in advance of the term beginning in order for them to be timetabled accordingly. In the event of unplanned absence (such as illness), it is requested that the parent contacts the teacher as soon as possible – the teacher will undertake to re-schedule the lesson, however this cannot be guaranteed. Refunds cannot be given if the lesson cannot be re-arranged. If a student forgets to attend their lesson, no refund will be given as the teacher will still need remuneration for their time. Parents will be contacted if their child misses multiple lessons per term.

Timetables will be distributed to parents directly from the teachers at the beginning of the term, and students are expected to inform their classroom teachers in advance if they will be missing their lesson. Students must catch up on all classwork missed due to a music lesson. Timetables will also be posted on the notice board in the Music department, and on the school website. Students are expected to check their relevant timetable on a weekly basis. Lessons are on a rolling timetable so students will only miss part of the same lesson once per half term. Students in the Sixth Form should have their lessons during their free periods, and these should be arranged directly with the instrumental teacher.

The importance of regular e-mail communication between parents and teachers should also be highlighted – not only will this allow parents to regularly keep track of their child's progress, but it will also ensure timetables are written to avoid clashes with the student's prior activities (such as a school trip or exam). Your child's instrumental teacher will also issue you with an email report, detailing progress and attainment, at the end of each term.

Please direct any queries regarding instrumental lessons to Miss Rahman, Performing Arts Technician and Administrator ([zrahman@st-martins.essex.sch.uk](mailto:zrahman@st-martins.essex.sch.uk)) who will then refer to the Head of Music if necessary.

## EXAMINATIONS

If your child's instrumental teacher believes they have made sufficient progress over the course of the term, they may decide they are able to take an exam. The teacher will use their experienced professional judgement to decide whether a student is ready for an exam or not. Parents must not overrule a teacher's judgement and enter them for an exam of their own accord, as this will cause unnecessary stress for both the student and teacher.

There are a variety of music exam boards, such as ABRSM, Rock School, Trinity and the London College of Music. Different teachers have different preferences regarding which exam board they use, however it must be emphasised that all exam boards are equally accredited and they all provide a sufficient level of challenge and prestige.

## EQUIPMENT

With the exception of vocal lessons, it will be necessary for the student to own their own instrument so they are able to practice at home. This is essential for brass, woodwind and strings lessons, as they will not be able to use their teacher's instrument in their lesson.

Instruments can be costly, however the Essex Music Education Hub offers an instrument hire scheme enabling students to hire a good-quality instrument for an extremely reasonable price (roughly £30 per term). The Hub will

also deliver the instrument directly to St Martin's. For more details, see here:

<https://www.essexmusichub.org.uk/site/parents-carers/instrument-hire/>

Students should also bring a pencil, notebook and their sheet music to each lesson, as well as any equipment specific to their instrument (e.g. a reed for a clarinet).

## **PAYMENT**

Lessons are priced at £17.50 per lesson, and students are able to have ten or five lessons per term. Lessons are booked on a termly basis, although if your son or daughter is already having lessons, there is no need to submit another application form.

Parents or carers will be sent an invoice before the beginning of each term to inform them that payment is due, and no lessons will take place until payment is received. Invoices will be received at least two weeks before the end of the previous term, and payment for the next term's lessons will be due one week before the end of the previous term. Should this deadline be missed, your son or daughter's provision may be in jeopardy.

Once lessons are committed to and timetables have been made, **refunds will only be given in the most extreme of circumstances**. This is in order to protect the integrity of our teachers, and ensure they are remunerated for the time they have set aside to teach your son or daughter.

## **PUPIL PREMIUM**

Students on the Pupil Premium register may be eligible to have free music lessons at St Martin's. If your son or daughter is on the Pupil Premium register and you wish for them to have instrumental lessons at St Martin's, please ensure you select this option on the application form.

If you have any queries or wish to discuss your son or daughter's eligibility for free music lessons, please do not hesitate to contact Mr Williams, Head of Music.

## **TERMINATION OF LESSONS**

Should your son or daughter no longer wish to have lessons at the school, we request that you inform the relevant teacher and the Head of Music via e-mail with at least half a term's notice. This enables us to offer the space to another student, should there be a waiting list.

# APPLICATION FORM FOR INSTRUMENTAL LESSONS AT ST MARTIN'S SCHOOL

Please note, for lessons to start the following term, the deadline for submitting this form is always three weeks before the end of the previous term. Payment is due one week before the end of term.

Student name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

E-mail address: \_\_\_\_\_

Instrument: \_\_\_\_\_

Please select:	5 x 30 minute lessons (£87.50 per term)	[   ]
	10 x 30 minute lessons (£175 per term)	[   ]
	Pupil Premium – 5 lessons per term	[   ]
	Pupil Premium – 10 lessons per term	[   ]

Signed: \_\_\_\_\_  
(*Person with parental responsibility*)

Print name: Mr/Mrs/Miss \_\_\_\_\_

Date: \_\_\_\_\_