

1st February 2022

Dear Parent/Guardian,

In the first weeks of each new year, our Instrumental Tuition program begins to take shape. This program provides fantastic musical opportunities for our students and for some, is just the beginning of a life-long love of music.

I hope you find the answers to any questions or queries you have regarding your child's enrollment in this program within this document. I have attempted to keep this quite simple, so if you find that you still have unanswered questions, please feel free to contact me at the school on 43 929 399, or for a faster reply, via email at [shane.lebreton@dbb.catholic.edu.au](mailto:shane.lebreton@dbb.catholic.edu.au).

Due to the differences in timetabling and educational needs of both the Primary and Secondary schools, we approach the tuition timetabling quite differently for each. Therefore, the information provided for Primary is somewhat different to the Secondary information, so please ensure you have the correct information sheet attached to this letter.

If you intend to enroll your son/daughter in any kind of instrumental tuition, the first thing you need to do is **sign and return the student contract**. Once we have received this, we can add your son/daughter to the timetable, or onto the waiting list if there are no available times. It should be noted that this is a first in – first served process. Of course, if a student wants to re-enrol from 2021, they will have the option to continue their tuition, but once again, the contract needs to be signed and returned immediately.

Please read through the information on the following pages and as I mentioned earlier, do not hesitate to contact me with any questions. As I am sure you understand, there is a lot of organisation involved in getting these lessons to run smoothly. I ask for your patience in the initial weeks of setting up the timetable, but the work is well and truly worth it! I look forward to the coming year and I am very pleased to be able to offer your son/daughter this opportunity.

Yours sincerely,



Shane LeBreton  
Music Tuition Coordinator

# **PRIMARY INSTRUMENTAL LESSONS**

## **Frequently Asked Questions:**

### **How are the lessons timetabled? Will my child miss out on important class work?**

Generally, primary students have a permanent lesson time each week. This time will be worked out with the classroom teacher to ensure the student does not miss vital work. It enables primary students to keep to a routine, and minimises disruption to their class work. On occasion, this lesson time needs to be changed due to College events such as carnivals etc.

### **Which instrument should my child learn?**

Your child has been exposed to a range of instruments in their classroom Music lessons so the instrument they want to learn is really up to them. If they express an interest in a particular instrument then that is usually the instrument to go with. Like anything, a good teacher and home support is what really counts.

### **Can my child be too small to learn some instruments?**

Yes. There are some instruments that may not be suited to particular students, however, their tutors will advise them if it is not suitable and an alternative can usually be found. Guitar and violin are two examples of instruments that require a conversation with the tutor, before deciding on which size instrument to use.

### **Can my child “try out” the instrument before they begin?**

Sharing instruments is never advised, however, if you are purchasing an instrument, some shops on the Central Coast allow you to take your child in so they may test a few to see which one they like. If they are hiring an instrument this is not possible.

### **Are there instruments that are better suited to boys or girls?**

**Absolutely not!** It is always a shame when labels are given to particular instruments. If your son wants to learn the flute then let them go for it – some of the most highly paid flute players are male.

### **Do I have to purchase an instrument?**

No. However, through tried and tested experience the students who own their own instrument are more committed, take better care of them and continue lessons far longer than students who hire instruments. These are two of the many companies that offer instrument hire:

<http://www.macronmusic.com.au> (Fair Winds Brass and Woodwind)

<http://www.musiccorp.com.au/>

## What happens if my child is unable to attend a scheduled Music lesson?

You are to call the tutor directly before 8:30am or you will still be charged for the lesson and no make-up lesson will be made. If sufficient time has been given, the tutor may be able to provide an alternative lesson time to make up for the missed lesson, however, this may not always be possible.

## Where are the lessons held?

The lessons are held in the Creative Arts block. There are several practice rooms for instrumental lessons and students are right across the hall from the Music rooms.

## Private or group lessons?

Piano lessons can generally only be offered privately (some exceptions made for younger students). However, all other instruments can be in small groups (maximum of 3). It is often a good idea for beginning students to form a small group in which to attend lessons. If you intend to do this, please make sure you fill out the appropriate information on the attached forms. Group lessons are also a more affordable option, being almost half the cost.

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## Cost:

Tutors set their own prices, so it varies between them but as a general guide:

Private lessons: approximately \$35.00 for half an hour

Shared lessons: approximately \$20 per student for half an hour

***This will be invoiced directly from the tutor and will be paid directly to the tutor. No money for lessons will be paid to the school.***

The payment for lessons is as follows:

**First term:** - To be paid by Friday Week 5 (25/2/22)

**All subsequent terms** need to be paid no later than Friday of Week 2 each term, otherwise the student WILL NOT CONTINUE LESSONS. Tutors will provide invoices to students in the last week of each term for the following term.

**PLEASE NOTE:** *If a student is more than two weeks behind in payments, they will be removed from the tuition program and replaced with another student. This is how our tutors make a living and it is vital that they know they will be paid.*

## **Can my child stop lessons at any time?**

No. If your child does not wish to continue lessons you are required to give a minimum of 3 weeks notice. If students do not attend their scheduled lessons and notice of cessation of lessons has not been given, payment for the entire term is still required.

## **When will lessons begin?**

It is hoped that lessons will officially begin at the start of Week 4, Term 1. Please be aware that there is a significant amount of organisation in setting up the timetable, so your patience in the first few weeks is appreciated. The best thing you can do to speed up the process, is sign and return the contract and information form as soon as possible. Lessons can often start a little sooner, or a little later, depending on the tutor.

## **PLEASE NOTE**

**Students are expected to participate in AT LEAST ONE of the three tuition concerts planned for the year.** The dates for these concerts are currently being arranged and they are held in the McCormack Theatre, here at MacKillop.

## **What now?**

Fill out the attached forms and return them to Mr LeBreton or the front office immediately. Any questions you may have can be written down on the sheet.

**The contracts are due back to the College by Wed 9/2/2022.**

Thank you for reading through all the above information as music lessons are such a wonderful opportunity.

# PRIMARY MUSIC TUITION CONTRACT 2022

To be returned by: **Wednesday, Week 3, Term 1 (9th Feb 2022)**

**Student's Name:** \_\_\_\_\_ **Class (eg 3B):** \_\_\_\_\_

**Lesson request:** (please tick)

**Woodwind/Brass - please specify instrument...** \_\_\_\_\_

- Private (individual)
- I have organised a group (up to 3) **OTHER STUDENTS MUST BE NAMED BELOW & THEIR CONTRACTS RETURNED**
- I would like to be put into a group (NOTE: This depends on group availability & often results in the child moving to the waiting list)

**Guitar**

- Private (individual)
- I have organised a group (up to 3) **OTHER STUDENTS MUST BE NAMED BELOW & THEIR CONTRACTS RETURNED**
- I would like to be put into a group (NOTE: This depends on group availability & often results in the child moving to the waiting list)

**Piano**

- Private (individual)

**Drums**

- Private (individual)
- I have organised a group (up to 3) **OTHER STUDENTS MUST BE NAMED BELOW & THEIR CONTRACTS RETURNED**
- I would like to be put into a group (NOTE: This depends on group availability & often results in the child moving to the waiting list)

**Vocal**

- Private (individual)
- I have organised a group (up to 3) **OTHER STUDENTS MUST BE NAMED BELOW & THEIR CONTRACTS RETURNED**
- I would like to be put into a group (NOTE: This depends on group availability & often results in the child moving to the waiting list)

**String**

- Private (individual)
- I have organised a group (up to 3) **OTHER STUDENTS MUST BE NAMED BELOW & THEIR CONTRACTS RETURNED**
- I would like to be put into a group (NOTE: This depends on group availability & often results in the child moving to the waiting list)

**Names of other student/s (if requesting shared lesson):**

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**PLEASE NOTE:** Specifying the students you wish to have in your group and making sure they all return contracts quickly will get you into lessons a lot faster. **It is very easy to put a group into the timetable who is organised and ready to start.**

**Any questions or comments?**

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Parent/Guardian's Name (please print): \_\_\_\_\_

Daytime Contact Number: \_\_\_\_\_

Email address: \_\_\_\_\_

**Please read the following information carefully**

- The payment for lessons is required as follows:

**First term**: - To be paid by Friday Week 5 (25/2/22)

**All subsequent terms** need to be paid no later than Friday of Week 2 each term, otherwise the student will not continue lessons. PLEASE NOTE: If a student is behind in payments, they will be removed from the tuition program and replaced with another student.

- I understand that **if my child is absent** on the day of their lesson that I must **phone their tutor directly before 8:30am** or the lesson will be charged as per usual. I understand the tutors will make every effort to provide catch up opportunities where possible (outside of school hours).
- I understand that **I cannot remove my child from lessons, mid-term**. If my child does not wish to continue lessons the following term **I will give a minimum of 3 weeks notice**.
- I understand that every effort will be made to place my child in my preference of either group or private lessons, however I am aware it will depend on demand and availability as to whether this is possible.
- I understand that **the College does not accept or pass on any payment for lessons**.

Some things to consider:

1. Every effort is made to ensure lessons run smoothly, however, unavoidable interruptions and changes will occur. Your patience is greatly appreciated.
2. The Senior Secondary students have priority with the tutor's time. Every best effort will be made to accommodate Primary needs, but this will occasionally be dependent on the Secondary students.
3. Any direct questions about the progress of your child or lesson times are to be asked directly of the tutor by means of a telephone call or the communication diary. All tutors are more than happy to discuss their student's progress. **Please do not contact the school's front office in regards to your child's lessons.**
4. The school may provide tutors with any available student contact details for correspondence and invoicing.

I have read and understood all the above information and look forward to my child beginning music lessons:

Name (Please print): \_\_\_\_\_

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