

Shropshire Music Service

Instrumental Lesson: Parental Contract

**2020-2021 Academic Year
Spring Term ONLINE LESSONS**



Supported using public funding by



**ARTS COUNCIL
ENGLAND**



**Shropshire Music Service
Parental Agreement Information Spring 2021**

Please read the following information about The Music Service and how it operates before you sign the booklet.

The Music Service

The Music Service is a non-profit-making organisation of professional music teachers who promote music education throughout the county.

The service is funded in part by The Arts Council but the major part of our funding is earned through direct sales of services to parents and schools.

Music tuition is available to pupils at maintained Local Authority schools, academies, free schools and colleges in Shropshire.

Online Instrumental lessons

Online lessons are a temporary solution to the problems caused by the COVID19 pandemic.

Parents must be nearby when online lessons are being delivered. If it is not clear that a parent or carer is nearby, the lesson cannot continue.

A suitable internet connection with audio and video hardware needs to be available. We are not able to provide any equipment or technical support.

The lesson will take place using only the "Zoom" platform. It is free and readily available by searching the word zoom.

The lesson must take place in a communal area of the house.

Pupils should have their instruments and music ready. Where possible they should also have a music stand and suitable chair if they usually use one.

Pupils must be fully dressed in appropriate clothes.

Zoom must be used for lessons only. Any other enquiries should be directed to Shropshire Music Service, at the following email address admin@shropshiremusicservice.org.uk.

Enrolling for lessons

To enrol for lessons, parents should read this information leaflet and then return the forms at the back of the booklet with payment to the Music Service before lessons commence.

There are 10 lessons during the Spring Term, but the actual number received will depend on the start date. Lessons are given mainly during the school day. Pupils are expected to attend all instrumental lessons during the teaching weeks. The lesson will usually take place at the same time each week.

Week 16	Wc 05/01/2021 *		Week 22	Wc 22/02/2021- non teach week
Week 17	Wc 11/01/2021		Week 23	Wc 01/03/2021
Week 18	Wc 18/01/2021		Week 24	Wc 08/03/2021
Week 19	Wc 25/01/2021		Week 25	Wc 15/03/2021
Week 20	Wc 01/02/2021		Week 26	Wc 22/03/2021
Week 21	Wc 08/02/2021		Week 27	Wc 29/03/2021-* Monday teaching from week 16 Make up lessons from Tuesday
Half term	Wc 15/02/2021			

Payment

The payment is due in advance. Payment can be made by visiting our website www.shropshire.gov.uk click on "Pay", select "School Music Service" from the drop down menu. Select "Invoice Issued by Shropshire Council Music Service". Then follow the instructions. **Please use your child's name and school as the reference, you do not need an invoice number.**

Alternatively you can pay by debit/credit card over the telephone.

Please email admin@shropshiremusicsservice.org.uk with your contact details to arrange this.

Remission

Please contact us if you were previously receiving remission.

What happens next

Your email address will be passed to the relevant teacher who will then contact you to arrange lesson times.

The teacher will then schedule the lesson and you will receive an invitation via email.

Cancellation of lessons

If parents wish instrumental lessons to cease, we ask that we are notified in writing and given 6 weeks notice. Lessons can stop immediately but you will still be charged the notice period.

Instrument Hire

If you already have a Music Service instrument on hire please include the termly fee in the initial payment.

TERMLY FEES 2020/2021

Bassoon	£15.00	Double Bass	£15.00	Horn	£15.00	Viola	£15.00
Cello	£20.00	Euphonium	£15.00	Oboe	£15.00	Trombone	£20.00
Clarinet	£20.00	Flute	£20.00	Saxophone	£20.00	Trumpet	£20.00
Cornet	£20.00	Baritone	£15.00	Snare Drum	£20.00		
Ukulele	£8.50	Violin	£8.50	Tuba	£15.00		

The bill payer is responsible for keeping the instrument in good order and for the cost of any repairs/replacement due to accidental damage or theft. The bill payer is advised to insure the instrument with a specialist instrument insurance company.

Your child's details will remain on our database for the duration of lessons

GDPR INFORMATION

For more details, including subject access requests and data deletion, please see our privacy policy on the website.

www.shropshiremusicsservice.org.uk

The information we collect may be used for organising events, emergency contact, applying for performing licenses or a BOPA. We will also keep you informed of relevant information for future events.

It will only be passed to third parties in relation to specific events (an exam board, or relevant information to residential venues- e.g., Cleobury).

Occasionally Shropshire Music Service would like to take photographs / make a video recording of your child for promotional purposes. These images may appear in our printed publications, on our website, in the media or on all three.

We will not use the personal details or full names of any child or adult in an image.

Please detach and return as soon as possible

Parents/guardians, please check/complete where applicable the following sections in **BLOCK CAPITALS**

Student's information

Pupil Name					
Address					
		Postcode			
DOB				School:	
Teacher (for existing students only)					
Instrument:			Grade:		
Home No:			Mobile:		
Parent Email Address:					
Name for Billing Purposes:					

- Group lessons cost 20 minutes – usually based on two pupils sharing**
Total per term Spring £80.00 (£8.00 per lesson)
- Individual lesson cost for 15 minutes**
Total for term Spring Term £120.00 (£12.00 per lesson)
- Individual lesson cost for 20 minutes**
Total for term Spring Term £160.00 (£16.00 per lesson)
- Individual lesson cost for 30 minutes**
Total for term Spring Term £240.00 (£24.00 per lesson)

**** 4 lessons after half term**

IT IS NOT ALWAYS POSSIBLE TO OFFER GROUP TUITION

IT IS VITAL THAT YOU RETURN THIS FORM IMMEDIATELY TO ENABLE REGISTRATION TO TAKE PLACE AND LESSONS TO COMMENCE

Your child's details will remain on our database for the duration of lessons

What to do now:

1. Email the completed agreement to admin@shropshiremusicservice.org.uk
2. Organise payment for the full term and include any instrument hire charges
3. Download Zoom in readiness for the lessons to commence
4. Instructions for downloading Zoom <https://youtu.be/egx6iX5ldKw>
5. Keep checking for teacher email communications.

Parental Agreement

I hereby agree to:

- > pay all fees relating to my child's instrumental lessons
- > pay a non-refundable term's fee in advance
- > take responsibility for any instrument provided for my child
- > give 6 weeks' notice to cease lessons and pay all fees relating to the notice period. Notice to be given in writing to the Administration Office.

May we use your child's:

- | | | |
|----|---|----------|
| 1. | image in printed publications | Yes / No |
| 2. | first name when printing the photograph | Yes / No |
| 3. | image on the website/social media | Yes / No |
| 4. | image in the broadcast media | Yes / No |

I certify that the details I have given on this form are accurate and true and agree to my child receiving instrumental lessons from the Shropshire Music Service. I agree to abide by the conditions laid out in this document. I agree to the term & conditions of the GDPR policy. Full details can be found on our website (www.shropshiremusicservice.org.uk).

Please note: *lessons cannot begin until the office has received the first payment.*

Signature: _____ (Parent/Guardian)

PLEASE PRINT PARENT/GUARDIAN NAME:

Title: _____

Name: _____

Date: _____

Instrumental teacher's name:

Instrument:

Week Commencing:

For Office Use Only:

Student ID

Input by:

Date:

Please return form to:

SHROPSHIRE MUSIC SERVICE

EMAIL: admin@shropshiremusicservice.org.uk

WEBSITE: www.shropshiremusicservice.org.uk

Please note our phone line is unavailable whilst we work from home. If you would like to speak to someone about lessons please email and someone will call you back.