



Aylsham High School

*Part of the Aylsham Learning Federation
It takes a Whole Community to Educate a Child*

May 2023

Dear Parent/Carer

If your child is interested in learning a musical instrument please read the following details and complete the attached reply slip to be returned to the music department when your child has their first music lesson at Aylsham High School.

We currently offer lessons on the following:

Instrument	Cost Per Lesson
Bass guitar	£10
Piano / keyboard	£13
Woodwind	£13
Strings	£13
Guitar – acoustic & electric	£10
Voice	£13
Brass	£13
Percussion	£10

Lesson details:

Lessons are once a week and are 20 minutes in length. These lessons occur during the normal school day so students must remember to leave their class lesson to attend their instrumental lesson. These lessons operate on a rota system with a different time each week to prevent students missing the same subject. Students must remember to check the timetable on the music notice board and inform the instrumental teacher in advance if they will be absent for an exam or an educational visit.

Instrument hire:

The school provides a drum kit, piano and guitars for students to use during their instrumental lesson, though students may bring in their own guitars if they prefer. Students must provide their own instrument to practise on out of school hours and the Norfolk County Music Service allows students to hire instruments at a reasonable cost ranging from £15-30 per term depending on the instrument. Most students who learn to play either a brass or woodwind instrument prefer to hire instruments to reduce the cost of learning. Unfortunately drum kits, keyboards and guitars cannot be hired. Any students bringing their own or a hired instrument into school can leave it safe in the music department ready for their lesson.

Lesson payment:

For lessons organised via Norfolk County Council (woodwind, brass, strings and piano/keyboard) invoices are sent out on a half termly basis in advance and immediate payment is requested. Our preferred method of payment is ParentPay. If you need any assistance with ParentPay, please contact the finance team, finance@aylshamhigh.norfolk.sch.uk.

Executive Headteacher: Mr D Spalding B.A. (Hons) M.Ed. (Cantab)

Deputy Headteachers: Mr C Bridge B.Sc. (Hons), Mr P Brockington B.Sc. (Hons) M.A., Mrs K Garnham B.A. (Hons) M.A.

Director of Business and Community Strategy: Mrs J Tuttle



For all other instrument lessons, teachers will send out bills independently with their own payment terms.

The school expects lessons to be paid for promptly and unfortunately if this is not the case, we will remove students from lessons until payments are up to date.

Missed lessons:

Unless we are able to provide four weeks' notice, Norfolk County Music Service charge the school for all missed lessons. Therefore lessons will be charged if your child fails to arrive for their lesson unless they are unwell and not in school on their scheduled lesson day, are in an exam, or are on an educational visit with the school and the lesson could not be rearranged.

Students must remember to check the timetable on the music notice board and inform the instrumental teacher in advance if they will be absent for an exam or an educational visit and should request a different time if possible. Where a lesson has been unavoidably missed, a credit against the following half term's invoice can be requested.

Cancellations:

A half term's written notice must be provided to the music department if a child wishes to stop having instrumental lessons. Lessons will continue in the current half term that notice is received and will cease at the start of the following half term.

Other details:

- Students are expected to practise regularly and attend all lessons as they will be billed for any lessons they fail to attend.
- Certain instruments may have a waiting list before students are able to start. Please inform the music department if you no longer wish to remain on the waiting list.
- Students are not expected to take exams if they commence lessons but they may do so if they wish.
- The cost of exams and other learning materials are not included in the price of the lessons.
- Hired instruments are expected to be looked after and returned upon stopping lessons.
- Lessons will cease if payments are not made.
- Students may be removed from the instrumental rota at the end of the half-term if they continually miss their lessons.
- Financial assistance may be offered to students currently receiving free school meals.

Please do not hesitate to speak to me if you have any queries.

Yours sincerely



Miss Allan
Head of Music
lallan@aylshamhigh.norfolk.sch.uk

Instrumental lesson reply slip

Please complete and return to the music department.

If the instrument your child is interested in starting is not organised via the Norfolk County Council (guitar, bass guitar, voice and percussion), we will then send you a further form from the provider/teacher for you to complete and return. Lessons will not start until this additional form has been completed.

My child is interested in learning to play a musical instrument at school.

Student name: Year:

Chosen instrument:

Prior experience:

I confirm I have read and understand the information provided regarding invoicing and cancellation.

Parent/Carer signature: