

WESTCLIFF HIGH SCHOOL FOR BOYS



Instrumental Tuition 2024-2025 Terms & Conditions

Westcliff High School for Boys has a fine reputation for music and we encourage parents to consider signing up their sons/daughters for instrumental lessons at the School. The educational benefits of learning a musical instrument are well known. At WHSB, we have a skilled staff of instrumental tutors who can help the pupils to realize their musical potential. In addition, we have a number of ensembles where pupils meet together to rehearse and perform. For this reason, the Music Department is particularly keen to encourage pupils to take up stringed, woodwind and brass instruments. We currently run the following groups: String Orchestra, Junior Jazz Band, Junior Concert Band, Concert Band, Big Band, Brass Ensemble, Westcliff Sinfonia and School Choir.

We are able to offer tuition on the following instruments:

Strings	:	Violin, Viola, Double Bass, Cello
Woodwind	:	Flute, Clarinet, Saxophone, Bassoon
Brass	:	Trumpet, Trombone, Horn, Euphonium, Tuba
Voice	:	Singing
Guitar	:	Classical Guitar, Electric Guitar
Keyboard	:	Piano, Jazz Piano, Organ
Percussion	:	Drum Kit

Lessons

Pupils receive an individual 20-minute lesson each week for 30 weeks of the School year. 30-minute lessons are available for those pupils who have progressed further.

Timetabling

Lessons are timetabled on a rotational system, with pupils attending at a different time on the same day every week. Most instruments are taught during the School day but some lessons may run after School until approximately 5.00pm at the latest. Pupils who are timetabled during a teaching period will only miss part of a lesson and, due to the rotational system, these pupils will not miss the same lesson regularly. Pupils are responsible for catching up on any work that has been missed during their instrumental lesson. By signing the Contract, you acknowledge and accept responsibility that your child may be scheduled during or after School and once timetabled may not be able to be moved. If you have any specific timetabling requests, please make them known on the Individual Music Tuition Request Form. It is possible that timetables will change as the year progresses. Any pupil affected by timetable changes will be informed.

Fees and Confirmation of Lessons

Due to budgeting factors outside of the School's control, it is not possible to confirm the final cost of lessons at this time. Instead, proposed costs are given below. The final cost will be advised in June prior to payment being requested: The cost for a year's tuition is £390 for 20-minute lessons and £585 for 30-minute lessons. Payment should be made using the online *ParentPay* system by **Friday 28 June 2024**. A termly plan is also available, the details of which are overleaf.

IMPORTANT CHANGE FOR 2024-25: In the past we have provided reminder telephone calls to parents who have signed up for lessons but missed the payment deadlines. Due to the administrative burden, and the consequent delay of timetable construction, this service will no longer be provided. As such **any pupils who have not paid by the deadline will not be provided instrumental tuition. There will be no exceptions**, other than prospective Lower Sixth students, whose place at the school is dependent on August GCSE results.

Termly payment plan:

	1 st payment 28 June 2024	2 nd payment 25 October 2024	3 rd payment 14 February 2025
20 minute lesson	£130	£130	£130
30 minute lesson	£195	£195	£195

When timetables have been created, the School will send individual copies to those pupils who have requested lessons. The timetables will also be on display on the Music Notice Board. The School will endeavour to meet individual timetabling requests but this is not always possible and is up to the discretion of the Peripatetic Co-ordinator. Instrumental lessons will normally begin in the third week of term.

Attendance

Pupils are responsible for attending their instrumental lessons punctually. If a pupil is unable to attend a lesson because of illness, COVID isolation or because of involvement in another School activity, we should be grateful if parents would let the Music Department know as soon as possible. This should be done by contacting Mrs L Smith (smithl@whsb.essex.sch.uk). It is sometimes possible for the lesson to be rescheduled or made up at a later time, though this cannot be guaranteed.

Cancellations

If a pupil is to be withdrawn from lessons before the end of the academic year, the School will endeavour to make a refund to parents for the remaining fees but no assurance can be given. This is dependent on a replacement pupil being found. An administration fee of £25 will be levied by the School.

Choice of Instrument

The music staff may be able to advise about a pupil's suitability for learning a particular instrument. It is sometimes possible to arrange an informal 'try-out' session with an instrumental teacher.

Provision of Instruments

In nearly all cases, pupils are expected to provide their own instruments and to bring them into School for lessons and ensemble rehearsals. The instruments are left in the Music Department during the day and must be clearly marked with the pupil's name on the outside of the case. **The School can accept no responsibility for loss or damage to instruments on the School premises.** We strongly advise parents to have musical instruments covered 'All Risks' by their Home Insurance policy. This can often be done at no extra charge. Alternatively, *Allianz* offer a good musical Instrument Insurance policy. The School has a small number of trombones and tubas to lend pupils free of charge in the early stages of learning. In all other cases, instruments will have to be hired or purchased. The School can advise on makes and models of instrument and on good suppliers. Special educational rates are usually obtainable and, if a pupil is having instrumental lessons at School, the VAT may be claimed back.

Practice

Pupils will only obtain lasting benefit from their instrumental lessons if they do regular practice at home during the week. We encourage parents to help their children to establish a regular practice routine; shorter periods of thoughtful practice are far better than longer periods of just playing through pieces.

Performing, Festivals, and Examinations

In addition to the main School Concerts and Chamber Recitals, pupils have the opportunity to perform within the classroom or at Assemblies. Where appropriate, some pupils will also take part in Music Festivals and may be entered for Associated Board or Trinity/Guildhall Music examinations. The ABRSM examinations normally take place at Crowstone Road, Westcliff, towards the end of each term. Examination fees will be payable directly to the instrumental teacher before an examination entry can be made.

Reports

Parents will receive a written report on their son /daughter's progress in the final term. Parents are very welcome at any time to contact the instrumental teacher if they have any concerns via the Music Department.