



MOUNT ANNAN  
CHRISTIAN COLLEGE

# Music Tuition Booklet



2017



# MUSIC TUITION PROGRAM

Mount Annan Christian College offers an instrumental Music Tuition Program. The program enables students from Kindergarten to Year 12 to learn a musical instrument of their choice, from specialist tutors who have extensive experience in various instruments. Students are encouraged to enrol in the Music Tuition Program from the earliest of years.

## MUSIC TUITION PROGRAM

The Music Tuition Program is a **half hour** weekly lesson that is offered as a Private lesson (1 student and music tutor). Lessons for the music tuition program happen during the school day, with the roster structured according to the needs of the Primary and Secondary Schools. The College also offers a shared lesson option (2 students and music tutor). However, this is only an option for students who are at the same level and must be organised by the parents in consultation with the music tutor.

## MUSIC TUITION FEES

<b>Private Lesson</b>	Half hour tuition lesson with 1 student and tutor	\$35 per half hour
<b>Shared Lesson</b>	Half hour tuition lesson with 2 students and tutor	\$18 per student per half hour

*\*Please note the recommended teaching fees set by the Music Teachers Association is well above \$50 per 30 minute lesson*

Rosters are sent out to students and parents prior to the start of each 5 week teaching block. Rosters are placed on the doors of the tutorial rooms so students can check their time if needed. Teachers are given a roster for all tuition lessons each term. The lesson times are rotated each term, so that your child does not always miss out on the same lesson each week. Please make a copy for your child to place in their diary, and retain one for yourself. It would be appreciated if you could assist us in reminding your child on the day that they have a music lesson and what time they are expected at the lesson.

We feel that the music lessons are an important aspect of a child's development and learning and we are eager for parents to support their child with their musical endeavours. It is important that as a parent you take an interest in what your child is learning in his/ her lessons and please encourage them to practice what they have learnt at home on a regular basis. Practicing at home will further develop their skills and enable your child to progress further on their chosen instrument.

## RECOMMENDED HOME PRACTICE ROUTINE

Beginning Student (First 6 Months)	5 x 20 minute session
Developing Student (6 months – 2 Years)	5 x 30 minute session
Established Student (more than 2 years)	5 x 45 minute session

Tutors will advise students as to the recommended amount of time to practice each week.

## INSTRUMENTAL LESSONS AVAILABLE

Piano	Kindergarten and up
Guitar	Year 2 and up
Voice	Year 3 and up
Woodwind (clarinet, saxophone, flute)	Year 3 and up
Brass (trumpet, french horn, trombone, baritone, euphonium, tuba)	Year 3 and up
Bass Guitar	Year 3 and up (pending)
Percussion (Drum Kit)	Kindergarten and up
Violin	Year 2 and up

Being that voice lessons are only being offered for children in Year 3 and above, we are keen to see children join the Junior School Choir. The Junior School Choir rehearses at lunchtimes throughout the school week. We see this as a great opportunity for the junior school children to have fun as well as develop musical skills. This is a great outlet for them to use their voices.

## ENROLMENT FOR MUSIC TUITION

To enrol in the Music Tuition Program please complete the Enrolment Form on the MACC APP. The Music Administrator, Miss Irvine, will contact parents to confirm and organise lessons and tutors for your child.

Tuition enrolment will take place at two fixed times. The first enrolment period will commence at the start of each term for students who have already completed and returned enrolment forms. The second enrolment period for new students will be a mid-term intake, where forms **must** be submitted **by Week 5 of that term**. If applications are received outside of these times, depending on tutor availability, students may have to wait till the start of the following term or a mid-term start.

# MUSIC TUITION PROGRAM TERMS AND CONDITIONS

## PAYMENT OF MUSIC TUITION AND INSTRUMENTAL HIRE

- 1) Payments for the Music Tuition **must be made on a Term basis prior to the term starting**. These payments can be made using the MACC APP, or in person at the College Administration or via telephone.
- 2) Music Tuition Fees need to be paid within **14 days from the date invoiced**.
- 3) If payment has not been received within 14 days, then lessons will be put on hold until payment has been received. Lessons that occur in this period are to be forfeited and will not be credited.
- 4) Any adjustments to accounts/invoices/statements will be made in the following term.
- 5) Parents are required to give **4 weeks written notice** for cancellation of Tuition lessons. In the event of no notice is given fees are payable until lessons are formally cancelled.
- 6) Instruments being hired from the College must be paid for prior to receiving the instrument.
- 7) Students are responsible for the care of their hired instruments.
- 8) All hire instruments are hired from the start of Term 1 to the end of Term 4 and are to be returned to the College at the end of the school year. (No instruments will be hired out over the Christmas Break.) Interested students who wish to practice their instrument over the Christmas break may be able to hire the instrument for a smaller fee. This is to be approved by the music coordinator.

## GENERAL

- 1) Enrolment of the Music Tuition Program is for the calendar year or the remainder thereof.
- 2) Students of the Music Tuition Program are required to attend their lesson at the rostered time.
- 3) If Students are unable to make their lesson at the rostered time the **tutor or Miss Irvine need to be notified at least 24 hours prior to the lesson**.
- 4) If students know that they are unable to make the lesson, please contact your tutor preferably one week prior so that arrangements can be made for another time with the tutor, make up lessons are subject to availability.
- 5) It is the **students and parents responsibility** to remember when lessons are and to remind classroom teachers. It is *not* the tutor's responsibility to remember the student's lessons and to chase them up.
- 6) We wish to accommodate any special needs your child has. Please advise us of any issue or requirements that may affect your child's learning. We would like to provide your child with the best possible learning experience. It would be appreciated if all information be given in writing to the Music administrator when organising your child's lessons. Students must bring their instrument to each lesson and remember to take it home after each lesson.
- 7) If Students are away sick, please provide 24hrs notice where possible, or at least on the morning of the lesson, prior to school starting. If the tutor is not contactable please phone the College and leave a message for the tutor, or email [music@macc.nsw.edu.au](mailto:music@macc.nsw.edu.au)

8) If students will be absent from the lesson due to exams or class tests, excursion or incursions please advise your tutor the week before so that they may be able to re-schedule the lesson.

## CREDITED LESSONS

Lessons will be credited when

- The tutor is absent and the lesson is unable to be made up.
- Lessons due to illness / school activity that were given **prior** notice of non-attendance by the students/parents and are unable to be made up by the tutor.

## FORFEITED LESSONS

Lessons are forfeited by the parent/student when...

- payment for lessons has not been received.
- a student does not attend their lesson at the rostered time.
- a student is absent from a lesson due to illness.
  - If a student is away from school sick, and the tutor has not been contacted.
  - If a student becomes ill at school and a message is not sent to the tutor stating reason for not coming.
- a student fails to attend their lesson due to exam/test and has not told the tutor prior to the lesson.
- a student is late to a lesson, the lesson time will not be made up.

All tutors endeavour to provide your child with the best possible opportunity to learn, however, if students are unco-operative, disruptive and disrespectful, the tutors have been advised to send students back to class and with a note home providing an explanation of the situation. The remainder of the lesson time will be forfeited.

It is very difficult to provide students with the best possible learning experience if they do not have the correct equipment. Students who fail to bring music books/sheets and instruments (where applicable) to their lesson, at the discretion of their tutor, may be sent back to class and the rest of the lesson forfeited.

If you have any further queries regarding the music tuition, please do not hesitate to the music tuition department through the College Office on 4634 7474 or via email [music@macc.nsw.edu.au](mailto:music@macc.nsw.edu.au) or [admin@macc.nsw.edu.au](mailto:admin@macc.nsw.edu.au)

We trust that your child will enjoy the various musical experiences the College has to offer.



# 2017 MUSIC TUITION ENROLMENT FORM

Students Name: ..... Class: .....  
*(Please complete a separate form for each child)*

## **INSTRUMENT OF INTEREST** *(please tick or highlight)*

- Guitar (acoustic and electric)
- Bass guitar
- Piano
- Woodwind (clarinet, flute and saxophone)
- Brass (trumpet, trombone, euphonium, French horn)
- Voice
- Drum Kit and Percussion
- Violin

## **TYPE OF LESSON** *(please tick)*

- Shared (2 students with tutor 30 mins - \$18)
- Private (student with tutor 30 mins - \$35)

Previous lessons or experience: .....  
.....  
.....  
.....

### **Mother / Guardian**

### **Father / Guardian**

Name:	.....	.....
Address:	.....	.....
	.....	.....
Home Phone:	.....	.....
Work Phone:	.....	.....
Mobile:	.....	.....
Email:	.....	.....

I hereby give permission for my child to attend the Music Tuition Program at Mount Annan Christian College.  
I have read the Terms and Conditions and agree to comply with them.

Signature: ..... Signature: .....

***Please submit this form at College Administration***



# MOUNT ANNAN CHRISTIAN COLLEGE

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A ministry of c3 church Mount Annan