

# Declaration

## MTS Music Tuition Application Form - Declaration

Instrumental and singing lessons are 40 minutes long and take place throughout the school day including during academic lesson times, but not during protected Games time or ensemble rehearsals. These 1:1 lessons are carefully rotated each week so that pupils do not miss the same academic lesson more than once per half term insofar as it is possible to do so. There is an exception for Upper 6<sup>th</sup> Form pupils, who will have lessons fixed outside of academic lesson times e.g. during free periods. If a pupil in any year group has more than one instrumental or singing lesson, the Visiting Music Teachers (VMTs) will liaise with each other and make every effort to try and fix one of these lessons outside academic lesson times (before or after school, or during the Hour).

Though pupils miss parts of their academic lessons, we find that the vast majority do not suffer academically because of this. On the contrary, pupils who have instrumental or singing lessons in school tend to outperform their peers. For example, in 2018, 63.2% of all Fifth Formers achieved an A\* equivalent in their GCSE grades compared to 77.5% of Fifth Formers who have instrumental or singing lessons at school, and who therefore have regularly missed parts of academic lessons. A whole term of music lessons is equivalent to less than two days away from school, and the benefits are inestimable.

It is the responsibility of the pupil to check when their lessons take place every week. Subsequent lesson times will be written on timetables on the noticeboard in the Music Department, and should be noted by pupils in written form e.g. Practice Books (available from the Music Administration office). In the Practice Books or electronically, VMTs will also make notes on what pupils should practice in the week. This is where pupils are to record how long they practice each day, and where we ask you, the parent/guardian, to confirm this with your signature prior to the next lesson.

Pupils should politely inform their academic teacher when they will be missing part of their lesson at least two school days in advance of their next scheduled music lesson. If a pupil is given sufficient notice of a test or exam which conflicts with the scheduled music lesson, they should communicate with their instrumental or singing teacher at least two school days in advance to reschedule the lesson if this is possible. If a pupil fails to give notice of a test or a valid reason for rescheduling a lesson, the lesson may only be rescheduled at the VMT's discretion. If an academic teacher announces a test at very short notice the music lessons, for which parents/guardians pay, should take priority. If a VMT is unwell, the VMT will reschedule the lesson, adjust the subsequent term's invoice to accurately reflect the number of lessons provided, or may provide a substitute to take the lesson. However, if a pupil misses a scheduled lesson and is either present in school, or absent owing to illness, there is no obligation for the VMT to rearrange or reimburse for the missed lesson when the VMT is present to teach.

Pupil attendance is registered by the VMT using the 'PAUL' system. This acronym indicates that a pupil was either present, authorised absence (i.e. for religious reasons, or they were unwell and informed the VMT), unauthorised absence (i.e. the VMT was not informed of why the pupil was absent for their lesson) or late, but the pupil was still present for the lesson.

The school owns a number of instruments which are available for hire to beginners at a nominal rate of £30.00 per term. If an instrument is not available, we can advise on hiring from an external company or purchasing an instrument. Please note, however, that piano lessons should only be taken by those with a piano or suitable keyboard at home to practice on, but please enquire if in doubt.

VMTs will invoice parents/guardians for lessons directly at the beginning of each term. Typically, VMTs will invoice for approximately 10 lessons per term, but no fewer than 30 per academic year. This can be varied by arrangement between yourself and the teacher. We kindly request that lesson invoices are paid promptly to the VMTs. You will also receive a report on your child's progress once per academic year in tandem with their academic subject reports.

During the Spring Term, VMTs should liaise with Fifth and Upper Sixth Form pupils and their parents/guardians to agree how many lessons they will have in the Summer Term during their exam leave. It may be agreed that pupils will still have all of their lessons, some of their lessons, or none at all. Should Fifth Form pupils and parents/guardians choose to have no lessons during the Summer Term, it is expected that lessons will resume during the Autumn Term unless notice is given to cease lessons at the end of the Summer Term, in the usual way. Please see below:

Should you wish to discontinue music lessons at MTS, please note that lessons can only stop at the end of a term. Notice of your intention to do so should be sent in writing to your child's instrumental or singing teacher and the Music Administrator (for the purposes of the Music Department records), before the half-term holiday of the term at the end of which lessons are to stop. For example, if you wish to stop lessons at the end of the Autumn Term, please give notice before the October half-term holiday. If notice is sent after the October half term holiday in the Autumn Term, lessons will still cease at the end of the term but there will be an additional half a term's fee in lieu of notice. Failure to give this notice will result in a cancellation invoice of half a term's fee payable to the VMT in lieu of notice.

By submitting this form, you consent to the above information. The Music Administrator, Mr Samuel Hill, will then arrange lessons for your child with one of our VMTs or MTS Music staff accordingly.

Please tick the box below if you would like a copy of the above agreement emailed to you. A Guide to Music lessons will be issued to your child in advance of their first lesson.

If you have any queries, please contact Mr Hill on [music@mtsn.org.uk](mailto:music@mtsn.org.uk)