

5<sup>th</sup> October 2020

**Our Ref:** NH.CN.095

**Your Ref:**

Dear Parent/Carer,

## The RSA Instrumental Lessons

Thank you for your interest and decision to invest in instrumental lessons for your child. We currently offer all students the opportunity to have additional instrumental and vocal lessons provided by experienced music teachers from Sandwell Music Service. We provide **Guitar, Keyboard, Woodwind and Drum Kit Lessons**. However, we are hoping to add **Brass, Vocals and Strings** to our timetable during this academic year. If this is the route that you and your child are interested in, please be sure to list below.

These lessons will be taking place during school as part of an enrichment service, in which they will receive their 20-minute lesson. This will then subsequently lead onto performances that you will be invited to attend in the future.

## Covid19 Update:

Under the current circumstances, lessons will be taking place in The Pavilion in between the two main buildings. This is to ensure that bubbles are not crossed between different year groups as students move between their normal lessons.

We have also ensured the following:

- Pupils will have enough space to social distance from one another, allowing different year groups to be taught simultaneously.
- Where possible, pupils will be encouraged to wear face masks during the lesson.
- Pupils will remain 2 metres from the teacher,
- All shared instruments and equipment will be disinfected between sessions.
- Pupils entering and exiting will be staggered to avoid cross contamination with others.

## How pupils are taught:

Students are taught up to groups of 4, with group members/numbers being selected by the peripatetic teachers based on ability and student needs. Group members/numbers are monitored by the teacher and may change from time-to-time to account for new starters and progression of students. It is possible that some students will be taught individually at times but this could change as the students progress in their learning.

**Fees:**

These lessons are charged at **£45 per term** or **£135 for the full year**. Fees are reviewed annually by Sandwell Music Service, so may change each year.

You will be aware that learning an instrument is something that takes commitment, resilience, motivation and most importantly time. As a result, pupils will be expected to sign up for the **full year** upon signing this letter, meaning that you will be committing to either **three termly payments of £45** or a **one off payment of £135** for the full year. In the future, I am sure that you understand it is crucial to commit to the payments, in order for your child to be successful in becoming a musician. This is crucial in ensuring the service can continue throughout the full year without unforeseen students giving up, which could in turn effect your child's learning and progress.

**Timetables:**

Pupils will be given a copy of their timetable for each half term and this can be emailed home upon your request. Their timeslot may change from week to week in order to avoid missing similar lessons.

**Absence:**

It is **the students' responsibility to attend**. If their teacher is absent, the lesson will be rescheduled, usually at the end of the term. If the student is absent, then the lesson will still be charged and forfeited as we still pay for the teacher's time.

**Payment:**

Payments may be made by School Gateway, direct payment to the school's bank account or by cash/cheque to Reception made payable to "Central RSA Academies Trust." Fees will be reviewed annually, and confirmation of fees will be provided before the start of each academic year.

**When to pay:**

As lessons will be commencing during the second half term this year, we ask for a one off payment of **£22.50** for the **first half term**.

Subsequently, you can then pay your **two further instalments of £45** on the **first week** of the **Spring and Summer term**.

If you choose to pay yearly, please make a payment of **£112.50** to cover the costs for the remainder of this academic year.

**When will lessons commence:**

Lessons will start on the first week back **after October half term** when the **first payment is due**. Your child will receive a timetable beforehand explaining what time they will need to make way to their lesson. They will also receive a permission pass that allows them to the leave the classroom.

Additional instrumental tuition represents a golden opportunity for your child to achieve something extra special at the RSA. We look forward to working with your child.

Yours sincerely,

*C Burke*

**Miss C Burke**  
**ADLS in Performing Arts (Music)**



**Signing up for yearly contract:**

Student's name ..... Tutor Group.....

**Instrument choice**

1<sup>st</sup> choice .....

2<sup>nd</sup> choice .....

3<sup>rd</sup> choice .....

I wish my child to receive Standard Music Tuition and agree to make termly payments/one yearly payment as stated. I understand that each payment is due and must be paid, by the latest, on the first week of each term in which lessons have been taken.

I also understand that I am to make the payments as a yearly contract for the remainder of the school year and if I wish to cancel for next academic year I must let the school know in writing during the first the summer term of 2020.

I am also aware that if my child chooses to no longer participate in the lessons during the year, I am **still required** to pay for their lessons for the remainder of the academic year.

I would like to pay at the start of every half term via:

- School Gateway, direct payment to the school's bank account

- Cash/cheque to Reception made payable to "Central RSA Academies Trust."

I would like to receive a copy of my students timetable via email.

Signed ..... Date .....

(Parent/Carer)

**FOR SCHOOL USE ONLY**

START:

AUTUMN / SPRING / SUMMER

WEEK 1 / 2 / 3 / 4 / 5 / 6 / 7

