

Collingwood Instrumental Services

Our services include

- Annual report on progress
- Instrumental tuition working towards examinations or for pleasure

Lessons are available for the following instruments:

Piano	Singing	Music Theory	Acoustic Guitar	Electric Guitar	Bass Guitar
-------	---------	--------------	-----------------	-----------------	-------------

Fees per term

20 minutes Individual tuition = £130.00 OR 30 minutes Individual tuition = £195.00

How to apply for lessons

- Complete and sign the application form
- Return the form to Miss Pugh - Head of Music
- Please **do not** enclose any fees with the application

Lessons are also available for the following instruments through Surrey Arts:

Piano	Violin	Flute	Brass
Keyboard	Viola	Clarinet	Saxophone
Drums	Cello	Oboe	French Horn
Guitar	Double Bass	Bassoon	Tuba

Fees and application forms for these instruments can be obtained through the Surrey Arts website:
www.surreycc.gov.uk/arts

General information regarding music lessons

TERMS AND CONDITIONS - *When booking lessons would parents/carers please note the following regulations:*

1. **Fees** - to be paid at the time requested by the instrumental teacher. The fee must be paid directly to the instrumental teacher. Please note that ParentPay cannot be used to pay for instrumental lessons.
2. **Refunds** - if the scheduled number of lessons is not given, the following term's charges will be reduced pro rata, or extra lessons given. Lessons missed due to the student's absence cannot be refunded.
3. **Notice of cancellation** - parents are requested to give half a term's notice in writing to the Head of Music if your son/daughter does not wish to continue with lessons. If a student withdraws without giving notice half a term's fees will be payable.
4. Whilst on the premises waiting for an instrumental lesson, students must abide by the College rules. Parents are responsible for the safety of their child at all times when attending after College lessons at Collingwood and should arrange to collect students promptly.
5. All instruments brought into the College are left at the owner's risk and must be left in the instrument cupboard in M2. Instruments should be collected immediately at the end of the College day as this room is not locked after College. The College will not accept any responsibility for loss of, or damage to, instruments. It is advisable to include the instrument on a household "All Risk Policy".
6. No lessons will be scheduled on INSET or Academic Day closures.
7. Collingwood College expects all students who learn an instrument at Collingwood to participate in extra-curricular musical activities.

APPLICATION FORM FOR MUSIC LESSONS 2018/2019

Student's name:

Year/Tutor Group from September 2018:

Address:
.....

Home Telephone No: Mobile No:

Parent/carer's name for contact by teacher:

Lesson requirements

State instrument(s) and tick box for lesson length required. PLEASE DO NOT ENCLOSE ANY FEES WITH THE APPLICATION

Once received, this form will be passed to the music teacher who will contact you by telephone to discuss lesson times available. The teacher will text if they cannot get through on the phone.

Instrument 1 (state instrument)

Individual - 30 minutes Individual - 20 minutes

Please complete below if your son/daughter requires lessons on a second instrument/voice

Instrument 2 (state instrument)

Individual - 30 minutes Individual - 20 minutes

It is important to note that it will not be possible to schedule every lesson before 5.00pm

Any additional information which you feel is relevant:
.....
.....

I HAVE READ AND ACCEPT THE GENERAL INFORMATION / TERMS OF CONDITIONS

Signed: Date:
Parent/Carer

PLEASE RETURN COMPLETED FORMS TO KINGSTON RECEPTION IN AN ENVELOPE
MARKED FOR THE ATTENTION OF MISS PUGH, HEAD OF MUSIC