Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form \_\_\_\_\_

***A Guide to Having Instrumental and Vocal Lessons at***

***Sutton Coldfield Grammar School for Girls***

***COVID-19 ‘Bubble Term’***



My instrument is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

My instrument teacher is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Details of my first lesson:***

* Day \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Practice Room Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Who is my instrumental teacher?**

Our instrumental teachers are employed by Services for Education Music Service (S4E – formerly called Birmingham Music Service) and are expected to be:

|  |  |  |
| --- | --- | --- |
| Mr Dharni | Sitar, tabla and dhol | [gurdeep.dharni@servicesforeducation.co.uk](mailto:gurdeep.dharni@servicesforeducation.co.uk) |
| Mr Jones | Violin and viola | [robert.jones@servicesforeducation.co.uk](mailto:robert.jones@servicesforeducation.co.uk) |
| Mr Sandham | Horn | [andy.sandham@servicesforeducation.co.uk](mailto:andy.sandham@servicesforeducation.co.uk) |
| Mr Smith | Cello | [edward.smith@servicesforeducation.co.uk](mailto:edward.smith@servicesforeducation.co.uk) |
| Mr Straw | Guitar | [andrew.straw@servicesforeducation.co.uk](mailto:andrew.straw@servicesforeducation.co.uk) |
| Mr Taylor | Brass | [david.taylor@servicesforeducation.co.uk](mailto:david.taylor@servicesforeducation.co.uk) |
| Mrs Kunda | Voice | [joanna.kunda-jedynak@servicesforeducation.co.uk](mailto:joanna.kunda-jedynak@servicesforeducation.co.uk) |
| Mrs Taylor | Clarinet | [delyth.taylor@servicesforeducation.co.uk](mailto:delyth.taylor@servicesforeducation.co.uk) |
| Ms Dodd | Violin and viola | [mairi.dodd@servicesforeducation.co.uk](mailto:mairi.dodd@servicesforeducation.co.uk) |
| Ms Farrell | Flute | [nicole.farrell@servicesforeducation.co.uk](mailto:nicole.farrell@servicesforeducation.co.uk) |
| Ms Jones | Percussion | [bethan.jones@servicesforeducation.co.uk](mailto:bethan.jones@servicesforeducation.co.uk) |
| Ms Killen | Oboe and bassoon | [meghan.killen@servicesforeducation.co.uk](mailto:meghan.killen@servicesforeducation.co.uk) |
| Ms Marklew | Saxophone | [zoe.marklew@servicesforeducation.co.uk](mailto:zoe.marklew@servicesforeducation.co.uk) |
| Ms Yates | Violin and viola | [charlotte.yates@servicesforeducation.co.uk](mailto:charlotte.yates@servicesforeducation.co.uk) |

**When will my lesson be?**

During Covid-19 restrictions the music times will be displayed on the windows outside the Music Room. You must keep checking these on a regular basis as the times and groupings are likely to change quite a bit in the first few weeks of term.

Once Covid restrictions have been eased we will return to using the outside the Music Room. We also intend to display times using digital technology – more on this soon!

**Instruments and Storage**

You **must** label the instrument clearly and have at least one of the school address stickers on it, even if it your own instrument. We also recommend you personalise the instrument (e.g. a teddy key ring!) so you can recognise it easily.

**During Covid restrictions we are unable to store any instruments in practice rooms – even during the school day.** I’m sorry about this, particularly to those of you who have large instruments. This is to minimise the chances of students from different year groups mixing. You will need to bring in your instrument to school on the day of your lesson, keep it with you during the school day, bring it to your lessons and the take it home with you on the same day.

If you don’t own an instrument you will be loaned one by Services for Education. Please ask your parents to ensure they have covered it on their home contents insurance policy because if it is lost or damaged they may be asked to pay for a replacement. Consumable items (e.g. strings, reeds) must be brought by you.

**How Do I Go about Attending My Lesson?**

Ask your class teacher in advance for permission to leave their lesson. Leave five minutes before your lesson time and make your way down to the practice room. After your lesson make sure you catch up with any work missed or homework set.

Please make sure your teacher has included you on the register if you miss the start of the lesson. If your lesson is at lunchtime please bring a packed lunch on that day.

Wherever possible I will try to rotate times so you don’t miss the same lesson every week and for the vast majority of students this works well. If you have any concerns speak to Mr Collet or e mail [cco@suttcold.bham.sch.uk](mailto:cco@suttcold.bham.sch.uk)

**What happens if I know I have an assessment and cannot attend at my scheduled lesson time?**

It is **your job** and **your responsibility** to find someone to swap with if you know you cannot make your lesson one week (with around 220 students learning instruments in school I don’t have time to do this for you!). Look at the times and find someone **from your own year group** with a time that would suit you, and then ask them directly if they can swap with you. I have put a list of tutor rooms next to the lesson times so you can go to their form room and ask them in person. You need to do this at least **two school days** in advance of the lesson. If you have problem or can’t find someone to swap with see or e mail Mr Collet and I’ll do what I can (but if you leave it to the day of the lesson I will probably not be able to help).

If you are having a lesson in a pair you will need to check with the other person in your group they are available to swap as well.

**Grouping**

Your instrumental teachers make the final decision as to who you will go with or whether you will be on your own. It is also their decision as to whether you will be entered for a music exam.

For your first lesson I may have put you in a group based on the information your parents gave me on the instrumental lessons reply slip (e.g. how long you have played, approximate standard etc.) Your teacher will assess you over the first few lessons and make a decision. Please remember that this may take a few lessons as they only see you for a short space of time each week. S4E decisions about groupings are final.

**Practice Diary**

Your teacher should give you a practice diary within the first few lessons. These should be filled in to record the amount of practice you are doing and signed by your parents. You will receive a written report at the end of the school year.

**How can my parents communicate with my instrumental teacher?**

* For general questions for your instrumental teacher (e.g. exam entrance, pupil groups etc.) please make a note in your daughter’s **practice dairy** and ask your daughter to show this to her teacher in her next lesson. Alternatively please contact the teacher directly by using the teacher’s Services for Education e mail address (see page 2 of this booklet)
* For questions about lesson timings, complaints or specific concerns about instrumental music lessons please contact Mr Collet (Head of Music) [cco@suttcold.bham.sch.uk](mailto:cco@suttcold.bham.sch.uk)
* For queries about payments please contact Mrs Briguglio in the school’s Business Office ([sjb@suttcold.bham.sch.uk](mailto:sjb@suttcold.bham.sch.uk))

**Music Exams**

* Many of our teachers enter their students for instrumental / vocal examinations. They will advise you on what you need to do to prepare for the exam, and how to go about getting an accompanist if you need one.
* It is the music teacher’s decision as to whether a student should be entered for an exam, not the school’s decision. If your parents wish to ask about your readiness for an examination please contact the instrumental teacher directly by leaving a message in the practice diary or by contacting the teacher using the e mail address in the front of the practice diary. Please remember to request permission from school to attend your examination in the same way as any other absence.
* *Please note – it is unrealistic to expect a teacher to enter a student in the Autumn Term of Year 7 as they will have only met once or twice by the exam board entry deadline.*

**Extra-Curricular Music in School**

Unfortunately there are no extra-curricular Music activities at the moment due to Covid-19 restrictions.

This is very sad for the Music Department, we love making music with our students. We hope to be able to resume extra-curricular groups as soon as we are allowed to. In ‘normal’ times we expect all students to attend at least one extra-curricular group each week and to participate in the Christmas and Spring Concerts.

**Area and Central Ensembles**

In addition to school groups many of our students play in ensembles organised by Services for Education. However, Covid-19 restrictions may well affect the ability of these groups to meet and rehearse.

There are 46 Area Ensembles. Membership is FREE and ensembles rehearse 20 weeks per year. Entry is by recommendation from your instrumental or vocal teacher. There are also 23 Central Ensembles. Membership is FREE and ensembles rehearse weekly. Entry is by audition in May each year.

If you would like more information about ensembles please ask your instrumental teacher. Information is also displayed outside the Music Room. Alternatively visit the Music Service page on the Services for Education website [***www.servicesforeducation.co.uk***](http://www.servicesforeducation.co.uk)

*Mr Collet (Head of Music)*

[cco@suttcold.bham.sch.uk](mailto:cco@suttcold.bham.sch.uk)