

SUTTON COLDFIELD GRAMMAR SCHOOL FOR GIRLS
MUSIC DEPARTMENT
Subsidised Instrument/Vocal Tuition Contract 2024-25

The Governing Body of Sutton Coldfield Grammar School for Girls undertakes to provide at least 28 lessons of music tuition during the academic year (September 2024 to July 2025) for the annual fee of £375 (less £80 deposit). The following terms and conditions will apply:

1. The first payment is required by 25th October 2024 and if paying in two instalments, the second payment is due by 7th February 2025.
2. The commitment to instrumental lessons is for a full year and it is not possible to stop part way through the year. No refund will be given to students who cease tuition before the end of the academic year, or to those who fail to attend lessons unless there are extenuating circumstances such as prolonged illness or incapacity in which case a medical note should be taken to Mrs Briguglio in the Business Office at the earliest opportunity.
3. If a lesson does not take place due to tutor absence, the school will endeavour to reschedule the lesson. Refunds for lessons which the school is unable to provide will only be given should the total number of lessons fall below the minimum of 28 at the end of the academic year.
4. Services for Education will provide a report on the student's progress towards the end of the academic year.
5. Lessons take place within the school day and times are rotated each half term where possible. In September students will be added to an instrumental 'Team' and it is their responsibility to check their lesson time and for any important notices on a weekly basis.
6. Students are taught mostly in pairs, matched by ability / experience. Decisions as to groupings are made by the Head of Music (in consultation with Services for Education teachers) and are final.
7. The school has several music ensembles which rehearse and perform regularly. Students in receipt of music tuition will be expected to be a member of the ensembles and attend a minimum of one ensemble each week. Participation will also be required in school concerts.
8. SCGSG complies with Services for Education guidance that it is in the best interests of students to have only **one** instrumental/vocal teacher on their chosen instrument. Where parents express a wish for their child to have private lessons they should clearly understand that this will be instead of, not additional to, lessons in school.

I (parent/carer) agree to the following:

1. I have read the terms and conditions outlined above, and will fully support the School in implementing these policies
2. **Payment will be made within 7 days of receiving an invoice from Sutton Coldfield Grammar School for Girls. I understand that tuition will be withdrawn if I fail to do so and lessons already received will be charged at the full Services for Education rate of £52.00 per hour.**
3. I shall ensure that my child undertakes an appropriate amount of practice each week, as directed by the instrumental teacher and that they bring music, instrument and other materials to the lesson, as required.
4. I accept responsibility for any instrument provided by the School or Services for Education, and will pay for consumable items, such as reeds or strings. If the instrument is lost or damaged through neglect or misuse, the School reserves the right to seek reimbursement or compensation for any costs incurred in making good the said loss or damage. I shall ensure that the instrument is covered on my home insurance policy.
5. I shall ensure that any instrument provided by the School or Services for Education is returned to School, in good condition, at the termination of this agreement, and that lost or damaged property will be paid for in full.
6. I shall ensure that any work missed in other subjects, due to instrumental tuition, is caught up immediately by my child.
7. I will support Services for Education in delivering online instrumental lessons wherever possible in the event of a full or partial school closure.
8. I understand that decisions made by the Head of Music and instrumental teachers regarding lesson timings and groupings are final and non-negotiable.