Private Instrumental Music Lessons at Mecs 2016
Private Instrumental Music Lessons at MECS

At MECS we are blessed to be able to offer students private instrumental lessons at the school, within school hours. Private lessons are a great way to develop individual skills and allow students to develop their musical gifts. This booklet should provide you with all the information you need in relation to enrolling your child for private instrumental lessons. If you have any questions, please feel free to contact the Instrumental Music Coordinator, via the school office.

Why get involved in instrumental music?
Here’s what the students say:

“You get to feel good at something.”

“You get to play at recitals and special events.”

“Sometimes you play music games in lessons to help you learn something better.”

“It helps you get into the band at church.”

“It helps with other subjects, because it includes reading and writing and maths.”

“It helps you relax at home.”

“The teachers are nice.”

Instrumental Tuition Options for 2016

<table>
<thead>
<tr>
<th>Instrument</th>
<th>Junior Primary</th>
<th>Middle Primary</th>
<th>Senior Primary</th>
<th>Secondary</th>
<th>Parents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Piano (individual)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Keyboard (individual)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Violin</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Viola</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Cello</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Guitar</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Bass Guitar</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Ukulele</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Mandolin</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Drum kit</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Voice – Jazz/Contemporary</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Voice – Classical</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>
**Instrumental Tuition Fees**

In 2016 the fees are as follows:

<table>
<thead>
<tr>
<th>Lesson Duration</th>
<th>Private Fee</th>
<th>Paired Fee</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 min lesson</td>
<td>$24 per private lesson</td>
<td>$16 per paired</td>
<td>Recommended for younger students</td>
</tr>
<tr>
<td>30 min lesson</td>
<td>$35 per private lesson</td>
<td>$23 per paired</td>
<td>Standard Lesson</td>
</tr>
<tr>
<td>40 min lesson</td>
<td>$47 per private lesson</td>
<td>$32 per paired</td>
<td>Recommended for intermediate students</td>
</tr>
<tr>
<td>45 min lesson</td>
<td>$52 per private lesson</td>
<td>$34.50 per paired</td>
<td>Advanced students, especially those doing VCE music</td>
</tr>
<tr>
<td>60 min lesson</td>
<td>$70 per private lesson</td>
<td>$46 per paired</td>
<td>Recommended for advanced students</td>
</tr>
</tbody>
</table>

* Please note: For lessons chosen outside of the standard session of 30 minutes, these will be dependent on each individual music teacher’s schedule.

Students involved in school ensembles will be charged a small contribution - currently $10 per term.
(See Ensembles and other commitments for further information).

**Lesson Times**

Lessons are held during school hours (except by special arrangement with the teacher). A standard lesson is 30 minutes in duration. A 45 minute option is available for more advanced students; especially recommended for those doing VCE music. Other options are also available to students - refer to the table above for more information. Lessons may be on a rotating timetable, so that students are not missing the same lesson every week, but most teachers and students prefer a set time.

**Private, Paired or Group Lessons**

Private lessons have the advantage of increased individual attention for the student. It is expected that students who develop a serious interest in their instrument during group lessons will move to private lessons for this reason.

Paired or group lessons are offered at the teacher’s discretion, where compatible students have enrolled.
Materials

Students will be required to purchase their own lesson book, to ensure that copyright laws are not infringed. The Instrumental Teacher will advise students of which book(s) they need to purchase.

Ensembles and other Commitments

Instrumental students are expected to be involved in an appropriate school ensemble, when the school is able to provide for it. Choirs and bands are an excellent way to develop musicianship and performance skills.

There are a number of performance opportunities each year. These include evening and lunchtime recitals, and other school and community functions by invitation.

Practice expectations will depend on the instrument, age and level. Please talk to the teacher personally.

Absences and School Excursions

If an instrumental student is absent or away on an excursion, the missed lessons will be held in credit if you have provided the teacher with adequate notice. The Instrumental Teachers must be notified in advance about any excursions or camps. In the case of sudden illness, the instrumental office must be rung by 8.30 am on the day of the lesson on 03 9738 6067, otherwise the lesson fee may be forfeited.

If your teacher is absent, he or she will contact either you or the school, and the lesson will either be made up or credited to you.
**Finishing Lessons**

If a student is terminating instrumental lessons, written notification must be made to the Music Coordinator via a termination form. This must be submitted 4 weeks in advance or payment for four lessons will apply. Termination forms are available for collection and submission at the office.

**Communicating with your teacher**

Instrumental teachers can be contacted with any concerns. The teacher will provide their phone number for this purpose, or you can leave a message at the instrumental office on **03 9738 6067** for the teacher to call you back.

Many teachers use an exercise book to jot down lesson notes. This is also used for communication between home and school, and may be the easiest form of communication for you.

**Instrument Hire**

MECS currently only has violins for hire. If you would like to hire one please indicate this on the enrolment form on the back page of this booklet. An amount of approximately $20 – $30 per term will be added to your tuition account.

**Other Instruments**

If you are looking for tuition in an instrument other than the ones offered, the Instrumental Music Coordinator may be able to put you in touch with teachers outside school.

**And finally...**

Enjoy the experience! If you have any queries or concerns, contact your instrumental teacher. Otherwise, the **Instrumental Music Coordinator, Annora Hummerston** at the music office on **03 9738 6067** or email ahummerston@mecs.vic.edu.au.
Your responsibilities:

• To contact the school if your child is going to be absent:
  - In the case of camps/excursions, do this at least the week before.
  - In the case of illness, ring 03 9738 6067 by 8.30 am on the day of your lesson.
• To settle fees within 30 days. (If this is difficult, please make alternative payment arrangements with the office within that time period).
• To discuss any concerns with the relevant person:
  - Your child’s learning needs with the teacher.
  - Queries about fees or enrolment with the Instrumental Music Coordinator.
• Provide four weeks notice in writing if your child is terminating lessons during the school year, by completing the ‘Terminating Instrumental Lessons’ form available from the Main Office.
• Look after any instrument hired from the school in accordance with the hire agreement (separate form available from the office).

The Instrumental Teacher’s responsibilities:

• Provide weekly lessons unless notified otherwise.
• Ensure parents are notified if the teacher is sick, either through the school or directly to you.
• Endeavour to make up missed lessons. Otherwise, the lesson fee will be credited on the next invoice.
• Discuss items of concern with parents by phone or note in the student’s exercise book/folder.
• Send home Instrumental reports with school reports each semester.

The School’s responsibilities

• Send out invoices, payable to MECS, at the beginning of each term. (Please contact Craig Goldsmith in School Office 03 9738 6000 for any account queries).
• Maintain hire instruments will be maintained, where normal wear and tear applies (see hire agreement, available from the office).
• Ensure the Instrumental Music Coordinator is available as a contact point for any concerns.
• Provide regular performance opportunities for all students, and ensemble opportunities where possible.
• Communicate information relating to recitals and events via newsletters and notices sent home via students.
• Notify parents of changes to fees or other details.
Enrolment Form

Please return this form to the school office.

Enrolling students will be assigned to an Instrumental Teacher at the Instrumental Music Coordinator's discretion.

Name: ____________________________________________

Year & Class: _______ Instrument: ____________________

Parent/Guardian Name/s: __________________________________

Phone Number/s: _______________________________________

Email: ________________________________________________

Skill Level:

☐ Beginner (new to instrumental tuition)
☐ Have learned instrument previously (please give details):

________________________________________________________________

Lesson requested:

☐ 30 min standard private lesson
☐ Other: Please specify (refer to the table under Tuition Fees)

________________________________________________________________

☐ Paired/group lesson requested (if available)
   ☐ I would like to enrol (in private lessons) if this option is not available at the moment
   ☐ I only want to enrol for paired lessons

☐ Instrument hire requested if available (violin only)
☐ I have read the information in this booklet and understand and agree to the terms of enrolment.

Parent Signature: _____________________ Date: ________________