

10 Old Ipswich Rd
(PO Box 6016)
Riverview Q 4303
(07) 3810 5900
www.spcc.qld.edu.au

INSTRUMENTAL MUSIC HANDBOOK 2021



TERMS AND CONDITIONS OF TUITION

Welcome to St Peter Claver College's Instrumental Music Program. This handbook provides information, details and arrangements to help both student and parent understand what is being offered to support your son's/daughter's music development. Through commitment and practice, it is hoped that you achieve your musical goals. Feedback is important to us and you are invited to contact Jason Nash, Acting Curriculum Leader Arts, at any time. The Instrumental Music Program at St Peter Claver College offers excellent quality private tuition for keen and committed students in any year level. We hope that your involvement in the program will be fulfilling and enjoyable. Please read the following information carefully and keep it for reference. If you wish to begin learning an instrument, please return the attached Enrolment Form.

BROAD AIMS OF THE INSTRUMENTAL MUSIC PROGRAM

The aims of the Instrumental Music Program are the development of the student's musical, social and personal awareness through participation in instrumental music instruction, ensembles, rehearsals and performances.

It is not seen as an end in itself, but rather as something that will add significantly to the quality of life both now at school and later in life. Students will be encouraged to participate in the various St Peter Claver College ensembles to experience the joys of music making and to stimulate their interest in music.

INSTRUMENTS TAUGHT AT ST PETER CLAVER COLLEGE

Tuition is available to students on the following instruments:

Strings	Woodwind	Other	Brass
Violin	Flute	Piano	Trumpet
Viola	Piccolo	Drum Kit	Trombone
Cello	Saxophone	Voice	
Double Bass	Clarinet	Theory of Music	
Acoustic Guitar			
Electric Guitar			
Bass Guitar			
Ukulele			
String Ensemble			

LESSONS

Students joining the program receive one lesson per week with a specialist teacher of the student's chosen instrument. These lessons can be a 30 minute group or individual lesson. Lessons may be held before school, during school, lunch times or after school. All students having lessons during school time will be on a rotating timetable so they do not miss the same class every week. Alternately you may liaise with your instrumental and classroom teachers regarding when you would prefer your lesson time.

If a student, for any genuine reason such as a test or a very important lesson, is unable to attend their instrumental lesson, they must advise their Instrumental Music Teacher or the Curriculum Leader Arts. In most cases, with prior notice, an alternative lesson time can be arranged. However, if the student does not notify us in advance, it is very difficult to make alternative lesson times. If the student simply forgets to come to the lesson, there is no obligation to make up that lesson.

If a student is sick, we ask that you call/text your instrumental tutor or email the Acting Curriculum Leader Arts, Jason Nash jnash@bne.catholic.edu.au by 7.00 am on the day of the lesson.



When a student is absent on excursion or camp we will endeavor to make up this lesson at another time **providing we are given prior notice by the student or their parents.**

Students are expected to attend all lessons and bring all tutor books, music and instruments to each lesson.

Students must practise. *"You don't have to practise on the days you don't eat."* These words express the view of Shinichi Suzuki, founder of the Suzuki violin method, and illustrate the importance of practice. To be successful on one's chosen instrument, regular practise is essential. Beginning students should start with about 15 minutes a day increasing to 30 minutes a day as they progress. One long practice session on the day of a lesson is virtually useless. Parents should ensure a set routine of practise is established at the beginning of the year.

Practice routine should include a warm up, scales, technical work, studies and pieces (as set by the teacher) and orchestra/ensemble/choir music.

EVALUATION

- Students involved in the program will be assessed at the end of each semester and a report on their progress will be sent home with the student.
- Instrumental Concerts will be held each semester to showcase the talents of students in the Instrumental Program.
- All students will be required to provide an exercise book that is used to record lesson times, homework and theory. Students must present this book to their teachers at the beginning of each lesson so that effective communication can be made with parents.

MUSIC FEES

The music fees are determined in accordance with the Music Teachers' Association of Queensland (MTAQ) guidelines <https://www.mtaq.org.au/index.php/information/tuition-rates> and are reviewed annually. For 2021 the MTAQ recommends \$36 per half hour individual lesson. **Please consult with your individual music teacher for exact pricing.**

The child who has individual tuition progresses at a much faster rate than those in a group. Learning music in a group situation hinders your child's ability to progress. We strongly promote individual tuition. In one on one tuition, the Instrumental Music Teacher is only focused on **your child's needs.**

Payment is arranged directly between the Instrumental Teacher and the Parent/Guardian adhering to the following rules:

- Fees may be paid in cash at the beginning of each lesson or an invoice will be sent out to pay for the term in advance. This is at the discretion of the Instrumental Music Teacher.
- **Parents are required to pay all lesson fees as indicated.** If you have any problem with payment, please contact your Instrumental Music Teacher. Lesson fee arrangements are between the parents and the Instrumental Music Teacher.
- If your payment is not made on time, lessons will be cancelled until full payment is made. You may make prior arrangements with your Instrumental Music Teacher if necessary.
- If you are paying by the lesson and your child has forgotten the money **NO lesson will be conducted.**



- **Any overdue accounts may be referred to our Debt Collector to assist in the recovery of outstanding fees.**
- Your Instrumental Music Teacher must follow the above fees and conditions. Please contact Jason Nash (jnash@bne.catholic.edu.au) if you have concerns that these conditions are not being followed.

LESSONS

Lessons are held on a rotating basis during school time so the same class is not missed each week. With the introduction of a four period day and longer lesson times, there is greater ease in accommodating students leaving and returning from academic classes. Only a **limited** number of lessons are available before and after school and during lunch times.

TERMINATION OF LESSONS

- Enrolments are expected for a minimum of one semester (two terms). Should parents decide to withdraw their child from lessons, it is necessary that notice is given to the Curriculum Leader Arts through a Cancellation of Enrolment Form.
- Cancellation of tuition must be made in writing using the Cancellation of Enrolment Form giving four weeks' notice.
- Parents are encouraged to continue lessons until the end of the year for any benefits to be demonstrated.

INSTRUMENTS

Hire Instruments

- The College has a limited number of instruments available for hire to students at \$100 per year. Please contact Jason Nash for details.
- Students may be asked at any time to return the instrument for inspection.
- If the instrument is damaged in any way, students are to inform the Curriculum Leader Arts and return the instrument immediately for repair.
- Students are responsible for supplying their own accessories for the instrument on hire e.g. strings, reeds, valve oil, cleaning cloths etc.
- In order to give all students a chance to hire, these instruments may only be hired for a period of one year. After this time, you will be prioritised lower for accessing a hire instrument, and may be responsible for purchasing your own instrument.



MUSICAL EQUIPMENT SALES AND REPAIRS

Music Express

2048 Logan Rd, Upper Mt Gravatt, Qld.

Phone: 3849 7088

Web: <http://www.musicexpress.com.au/>

Guitar Repairs

Rob Haysom

Phone: 0403 854 127

ENSEMBLE REQUIREMENTS

Any student learning an instrument (except guitar & drums) is **required** to become a member of the Instrumental Band. This enables students to progress on their instrument and allows for several performance opportunities to showcase their talents. Students who have previously learnt an instrument are also welcome to join the Instrumental Band. **Instrumental Band rehearsals are held every Thursday from 7.15 - 8.30 am in the Music Room.**

Similarly, our vocal students are encouraged to participate in the college's core vocal ensemble, Claver Voices. Claver Voices provides students with an opportunity to refine their skills and experience performance opportunities throughout the year. **Claver Voices rehearse during lunch breaks and on Wednesday afternoons, 3.00 – 4.00 pm, in the Music Room.**

Other smaller ensembles such as Claver Show Band, Rock Band and String Ensemble will be run by college music teachers and will be scheduled in early 2021 according to teacher and student availability. Ensemble participation is at no cost.

ATTENDANCE POLICY

Becoming a member of any St Peter Claver College Ensemble is a serious commitment for the **whole year**. Students must comply with **compulsory** attendance at all rehearsals, concerts and other performances. Rehearsals must be given a **high priority**. Clashes with sports training are usually resolved with liaison between music and sports coaches. Work commitments are not a valid reason for missing rehearsals. All students involved in part time work are required to schedule work around music rehearsals and performances.

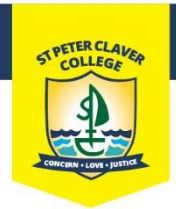
Attendance at **all** rehearsals and performances is compulsory. Students who are unable to attend must inform their Ensemble Conductor either via email, or by phoning the College Reception or emailing the Acting Curriculum Leader Arts, Jason Nash - jnash@bne.catholic.edu.au.

Failure to attend two rehearsals without prior notification will result in parents being contacted for an explanation. Notices of major performances are marked in the College calendar and information on upcoming performances will be sent home and advertised in the College newsletter.

Jason Nash
Acting Curriculum Leader Arts

Terry Finan
College Principal





Cancellation of Enrolment Form Instrumental Music

Student's Full Name: _____

Year Level: _____

Phone No: _____

Instrument Learnt: _____

Instrumental Teacher: _____

Reason for leaving the Instrumental Program:

Will your child be attending lessons elsewhere? _____

Name of teacher/place where student will be attending lessons: _____

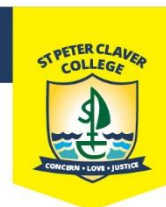
Last Date Student will be Attending Instrumental Lessons at the College: _____

Please note that four weeks' notice must be given and all lesson fees must be paid.

Parent's Signature: _____ Date: _____

Please complete and return this form to the College Office.





Application for Instrument Hire

(Subject to availability of instrument/s)

Student's Full Name: _____

Year Level: _____

Phone No: _____

Instrument: _____

Instrumental Teacher: _____

Instruments require a \$100 hire fee for the year. This can be paid at the Student Cashier. Instruments and their cases must be returned after the final instrumental concert for the year. Students and their families are responsible for additional equipment required for the instrument (e.g. replacement strings, cleaning cloths, valves, resin, etc.). A list of possible suppliers for this equipment can be found in the Instrumental Music Handbook. Any damage to an instrument must be reported immediately. In the case of instruments being broken beyond repair as a result of negligence, the student and their family may be required to pay a replacement fee.

Parent's Signature: _____ Date: _____

Please complete and return this form to the College Office.

MUSIC STAFF ONLY

Instrument Code: _____

Asset Register (Barcoded): or, Resource Register (Marked/Labelled):

First Time Hire? Yes No

Hire Fee Paid: Yes No

Pick-Up Date: _____

Return Date: _____

**Scan this document once submitted and file on the Staff Portal at:
School Documents > Curriculum > Music > Instrumental Music Program > Instrument Hire Forms**



2021 Enrolment Form

Student's Name: _____ Year Level: _____

Parent's Name: _____

Best Contact Number/s: _____

E-mail address: _____

- 30 Minute **Individual** Lessons
(Recommended) _____ (Please Indicate Instrument)
\$35 per lesson*
- 30 Minute **Group of 2***
\$20 per lesson* _____ (Please Indicate Instrument & Group Members if required)
- 30 Minute **Group of 3 or 4***
\$12 per lesson* _____ (Please Indicate Instrument & Group Members if required)
- Instrumental Band
(Thursday Mornings 7.30 – 8.30am) _____ (Please Indicate Instrument)

***Please Note: Fees are approximate. Instrumental Music Staff will notify students of accurate fees. Group lessons can only be arranged if there are sufficient numbers of students learning the same instrument, who also want group lessons.**

Preferred lesson time (please circle all which apply):

Before School

During School

Lunch Time

After School

Prior Experience on instrument:

STUDENTS MUST REMAIN IN THE PROGRAM FOR AT LEAST ONE SEMESTER

For refunds to be considered, four weeks' notice in writing via the Cancellation of Enrolment Form is required for students withdrawing from the program.

We have read the Instrumental Music Handbook and agree to abide by the guidelines as set out in this document including joining one of the College Ensembles.

Parent's Signature: _____ Date: _____

Student's Signature: _____

Please complete and return this form to the College Office.