

HUNTINGTOWER

Early Learning to Year 12 Co-Educational School



Music Department

Instrumental Music Tuition
Information Booklet



Table of Contents

Introduction.....3

Reports & Examinations..... 4

Conditions of Tuition..... 5

Cost of Tuition.....7

Hire of School Instruments..... 8

Music Tuition – Prep to Year 6.....9

Music Tuition – Years 7 to 12..... 10

Change of Lesson Times.....11

Participation in Ensembles.....12

Music Tuition – Application Form.....13

Notice to Discontinue Music Lessons..... 14

Extra Lesson Form.....15

Music Enquiries

Phone: +61 3 9807 8888
Email: music@huntingtower.vic.edu.au



Introduction

Music at Huntingtower

The Music Department at Huntingtower School invites you to become part of a wonderful and rich tradition. Music lessons are an important part of the overall education we provide to students and our aim is to enrich the lives of young people through the love of music and instrumental practice.

Huntingtower has a strong tradition of musical excellence. Through individual training and ensemble playing, students enjoy and excel not only in music but in many other areas offered by the school.

By starting an instrument at an early age, students are introduced to a lifelong appreciation and love of music. Music is an integral part of our culture, past and present. It helps students understand themselves and relate to others and forges important links between home, school and the wider world. Discipline, enthusiasm, perseverance and creativity will also help ensure your child has the option to study Music Performance for their VCE.

Parents will be impressed by the progress their child makes, even after a couple of lessons. Success in music not only depends upon private lessons and personal attention from our music staff, it also requires disciplined learning and home practice. Another important factor is the learning that takes place in groups in ensemble playing (ensembles, bands, orchestra and choir). This challenges the student to progress rapidly and strive for excellence.

Learning an Instrument Enhances:

- Mathematical/analytical skills
- Musical and creative skills
- Commitment, critical assessment, communication, time management



Reports & Examinations

External Assessment

External assessment is available to students wishing to enter examinations conducted by the Australian Music Examinations Board (AMEB).

Parents will be notified by their child's instrumental teacher about the suitability of such an examination or parents may contact the teacher to discuss this option. Undertaking such an examination requires a clear agreement between the parent, the teacher and the student. A student can only be entered for an AMEB exam at the discretion of the teacher and must have reached the required level of preparation to enter for an examination.

The teacher, in consultation with the student, will organise an accompanist and rehearsal times for the

examination. Information about accompanying fees and suggested accompanists is available from the Director of Music. Payment of these fees will appear on your school account.

In order for a student to be enrolled in an AMEB exam, parents must sign an AMEB Practical Music Examinations Permission Slip which clearly outlines the cost for the examination and includes information regarding the accompanist and accompaniment fee. This form will be provided to you via the instrumental teacher. Without this signed agreement, enrolment cannot occur.



Conditions of Tuition

Commencement of Tuition Procedure

To commence tuition, please complete the Music Tuition Application Form and the Hire of Instrument Application Form and tick the box for instrument hire (if applicable) on page 13. Once forms have been received, parents will then be contacted with details of the teacher and lesson times.

Lessons are scheduled for the full year (32 lessons). Cancellation of lessons prior to the commencement of term will incur a 4-lesson fee. It is the responsibility of the parent/guardian to discuss any issues with the Music Department prior to enrolling a student on a new instrument.

To avoid a conflict of interest, students who learn an instrument outside of the school cannot learn the same one at the school. To do so would hinder the student's musical development and is counterproductive.

Termination of Tuition

For the purposes of Music Department planning, if you wish to cancel your child's tuition, please fill out the Notice to Discontinue Form which can be found on page 14. A Notice to Discontinue Form is also available from the Music Office.

To cancel the following term's lessons, notice must be given during the last week of any given term for the following term. At all other times 4 weeks chargeable notice is required.

Continuation of Tuition into the Following School Year

In order to continue the individual instrumental lessons in which your child is already enrolled for the next year, you do not need to do anything. Your enrolment will automatically continue until you send us notification in writing that you wish to cease lessons. This notification to cease lessons must be received by the end of school year.

If you wish to alter the lesson's format in any way, such as change from 30 minute lessons to 45 minute lessons, you will need to fill out a new Music Tuition Application Form and be sure to tick the box marked "*altering existing individual lessons*" located on page 13.

Please note that unless written notice is received by the end of academic school year (no later) it will be assumed that the student will be continuing lessons for the next academic year.



Communication with Instrumental Staff

If you would like to discuss your child's progress with an instrumental teacher, please contact the teacher by email. Please note that our instrumental staff only work limited hours due to commitments in other schools.

If an urgent matter arises, please contact the Director of Music.

Timetabling of Tuition

Lessons are taught on the basis of a rotating timetable during school hours (this applies to all students learning one or more instruments). Each week students are allocated a different time in order to minimise disruption to the same class. **Students cannot request a time outside of school hours, recess or lunch. The only exception is for students in Year 11 and 12 and in consultation with the instrumental teacher.**

Students cannot request that the timetabling of instrumental lessons occurs out of core subject lesson times (English, Maths etc). It is the responsibility of the student to check their music timetable in order to minimise disruption to the same classes/subjects. In most cases students will not miss out on the same subject more than twice per term.

Online Instrumental Music Lesson System

All our instrumental lessons are timetabled online and visible to both students and parents. It is the student's/parent's responsibility to communicate any changes with the teacher directly.

An email notification reminder will be sent two days prior to your next lesson. To find your timetable you will need to log into Firefly and scroll down on the right-hand side of the opening page where you will find the 'Private Music Lessons' button:



By clicking this button you will find a timetable of your lessons for the term. In most cases students will not miss out on the same subject more than twice per term.

If there is a change of lesson time you will be notified of a new time by an email from the system. Please be aware that due to school activities, instrumental music timetables are subject to change at any stage during the term.



Cost of Tuition

Lesson		Per Semester	Per Annum
30 minutes	\$43 per lesson	\$688	\$1,376
45 minutes	\$64.50 per lesson	\$1,032	\$2,064
60 minutes	\$86 per lesson	\$1,376	\$2,752

Music Tuition Fees

Fees are outlined in the table above and are based on **32 lessons per year (8 per term)**.

Fees will be charged to your school account and are subject to an annual review.

The following length of lessons is recommended by the Australian Music Examination Board and acts as a guideline only:

- Preliminary to Grade 2 AMEB
30 minute lessons
- Grade 3 AMEB and higher
45 minute lessons

Reeds & Strings Cost

There will be an additional cost for reeds (oboe, clarinet, saxophone, bassoon) and strings. These items (over time) will need to be replaced. The cost of these items will be added to your account.

Additional Lessons

Additional lessons (more than 32 per year) can be scheduled in consultation with your child's instrumental teacher.

If your child would like to receive additional lessons outside of the scheduled 8 per term, please fill out the Extra Lesson Form on page 15 and return it to music@huntingtower.vic.edu.au. This needs to be filled out and signed prior to commencing extra lessons.



Hire of School Instruments

School Instrument Hire

A limited number of stringed, brass and wind instruments are available for hire.

The fee for instrument hire is \$45 per term (\$180 per annum). The school insurance policy covers against loss or accidental on-site damage only. Damage or loss by negligence will not be subject to the insurer's claims process. In the event that the claim is not successful, parents will be required to pay for full replacement of the damaged/lost instrument. Parents are advised that they are sufficiently covered by their own insurance.

If you wish to hire an instrument, please complete the Music Tuition Application Form (located on page 13), tick the box for instrument hire **and return the form to the Music Office**. If you would like to know more about our hire option, please contact the **Music Office on 9807 8888**.

External Instrument Hire

If an instrument cannot be hired through school, we ask that you contact a music store to arrange personal hire. The cost will be charged by the hire company and is not the responsibility of the school.

Owning Your Own Instrument

Please consider purchasing your own instrument for long-term usage. Benefits of owning an instrument are:

- Commitment to music practice
- Excitement, motivation and responsibility
- Financially viable



Music Tuition – Prep to Year 6

The Best Age to Start Music Tuition

There is no optimum age to commence music tuition. Generally, strings are started as early as possible with violin, 'cello and piano beginning from Prep, and other instruments introduced depending on the student's physical development. Although brass and woodwind instruments may be started from Year 4 onwards, some students can start successfully with instruments such as trumpet, clarinet and flute as early as Year 3.

Prep – Year 2

Instrumental tuition on an individual basis is available for students in Prep, Year 1 and Year 2 on the following instruments:

- Violin
- Cello
- Piano*

Years 3 and 4

Instrumental tuition on an individual basis is available to students in Years 3 and 4 on the following instruments:

- | | |
|----------|---------------|
| • Piano* | • Double Bass |
| • Violin | • Flute |
| • Viola | • Clarinet |
| • Cello | • Trumpet |

Years 5 and 6

Instrumental tuition on an individual basis is available to students in Years 5 and 6 on the following instruments:

- | | |
|---------------|------------------|
| • Piano* | • Clarinet |
| • Voice | • Oboe |
| • Percussion | • Bassoon |
| • Violin | • Alto Saxophone |
| • Viola | • French Horn |
| • Cello | • Trumpet |
| • Double Bass | • Trombone |
| • Flute | |

Please Note

* Students taking piano lessons must have a piano at home on which to practise.



Music Tuition – Years 7 to 12

Year 7 and 8

Instrumental tuition on an individual basis is available to students in Years 7 and 8 on the following instruments:

- Piano*
- Voice
- Percussion
- Guitar
- Violin
- Viola
- Cello
- Double Bass
- Flute
- Clarinet
- Oboe
- Bassoon
- Alto Saxophone
- French Horn
- Trumpet
- Trombone

Years 9 – 12

Instrumental tuition on an individual basis is available to students in Years 9 and 10 on the following instruments:

- Piano*
- Voice
- Percussion
- Guitar
- Violin
- Viola
- Cello
- Double Bass
- Flute
- Clarinet
- Oboe
- Bassoon
- Alto Saxophone
- French Horn
- Trumpet
- Trombone

** Students taking piano lessons must have a piano at home on which to practise.*



Change of Lesson Times

When Lessons Will Not Be Made Up

Lessons will not be made up if a student:

- Is sick on the day of his/her lesson
- Misses their lesson because of forgetfulness
- Misses their lesson because of an appointment during school hours
- Misses their lesson because of an unnotified excursion/ incursion or test (unless notification has been given to the teacher at least one week prior to the excursion/ incursion and 48 hours for a test/ exam/assessment)

It is the responsibility of the student/parent to notify the instrumental teacher of any tests that clash with an instrumental lesson

- Misses their lesson because of involvement with a co-curricular sporting activity (e.g. Athletics)
- Misses their lesson due to family/private holidays that are taken during the term, of any length of time

Please note that the cost for the missed lessons will not be refunded.

When Lessons Will Be Made Up

Lessons will be made up if:

- Public holidays or student free days occur during the term on the day of the lesson
- The teacher is absent on the day of the lesson
- The teacher was notified in advance (one week) of an excursion/incursion or test (change of lesson time for this reason will occur)
- The student has been ill for a prolonged time (parents should consult with the Director of Music).

If a student is absent from school on the day of her lesson, parents are requested to notify the teacher directly via email in order to alert the teacher of your child's absence.

How to Contact Us

If there are any concerns regarding lessons it is best to contact the instrumental teacher directly. A list of all the instrumental teachers and their email addresses is available on the [Huntingtower Website](#).



Ensembles

Participation in Ensembles

Taking part in an orchestra, band or choir is an essential part of the instrumental curriculum offered by the school.

Once students reach the required level of proficiency on their instrument, they are expected to take part in at least one ensemble at the discretion of the Director of Music and Ensemble Leader. Students undertaking classical or contemporary voice lessons are expected to join a choir in accordance with the recommendation of the Director of Choral Music. Students learning the piano are encouraged to join a choir to develop their aural skills.



Music Tuition Application Form

First Name: Surname: Year Level:

Woodwind	Brass	Percussion	Strings	Voice	Piano*
(Please tick the appropriate instrument)					
Flute <input type="checkbox"/>	Trumpet <input type="checkbox"/>	Orchestral/ <input type="checkbox"/>	Violin <input type="checkbox"/>	Voice <input type="checkbox"/>	Piano* <input type="checkbox"/>
Oboe <input type="checkbox"/>	French Horn <input type="checkbox"/>	Drum-kit <input type="checkbox"/>	Viola <input type="checkbox"/>		
Clarinet <input type="checkbox"/>	Trombone <input type="checkbox"/>		Cello <input type="checkbox"/>		
Saxophone <input type="checkbox"/>			Double Bass <input type="checkbox"/>		
Bassoon <input type="checkbox"/>			Guitar <input type="checkbox"/>		

* Please note that in order to learn the piano you must have a piano at home for practice purposes

Do you require the hire of an instrument? ☐ Yes ☐ No

Please see page 8 of the [Music Tuition Information Booklet](#) for terms and condition.

Length of lessons: ☐ 30 minutes ☐ 45 minutes ☐ 60 minutes

I, (Parent's name) give permission for my child to learn practical music at Huntingtower School.

I further acknowledge below:

☐ **For Private Music Tuition Students (please tick)**

I understand that this is a full year (32 lesson) commitment.

I understand that if my child wishes to discontinue lessons, I must notify the Director of Music in writing before the end of a term (this letter of notice is to be signed by the parent). Fees are payable until the end of the term in which the notice is given.

☐ **I have read and agree to the terms and conditions as outlined in the [Instrumental Music Tuition Handbook](#) (please tick)**

Signature of Parent/Guardian:

Date:

For further information, please contact the Music Department

Email: music@huntingtower.vic.edu.au



Notice to Discontinue Music Lessons

I wish to advise the school that my child _____

in Year _____ will not be continuing music lessons from the end of Term _____.

I understand the Music Department's policy that notice for cancellations of lessons must be provided in writing two weeks before the end of term and that fees are then payable until the end of the term in which the notice is given. Please note that cancellation of lessons during the school holidays incurs the payment of 4 lessons for the following term.

Student Surname: _____

Student First Name: _____

Instrumental Teacher: _____

Instrument: _____

Did you hire an instrument? ☐ Yes ☐ No

Signature of Parent / Guardian: _____

Date: _____

Please send this form to:

The Director of Music
Huntingtower School
77 Waimarie Drive
Mount Waverley VIC 3149

or email: music@huntingtower.vic.edu.au

For Office Use Only

Date Received: _____ Copy to: _____

Business Office: _____ Teacher Advised: _____

☐ Instrument Returned Date Returned: _____



Extra Lesson Form

I agree for my child **(student's name)** _____ to have extra
instrumental lessons with **(teacher's name)** _____

I understand that the cost of the lessons will be charged to my school account and are additional to the 8 lessons per term fee. Lessons will be charged at normal rates (refer to Page 7). Please tick one of the options below:

☐ 1 extra lesson ☐ 2 extra lessons ☐ 3 extra lessons ☐ 4 extra lessons

Lesson length: ☐ 30 minutes ☐ 45 minutes ☐ 60 minutes

Signature: _____ Date: _____

Please fill out this form and return to music@huntingtower.vic.edu.au

Extra lessons will only commence after receipt of this form.



Know Thy True Self

Huntingtower School

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Telephone: +61 3 9807 8888

Email: admin@huntingtower.vic.edu.au

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Business Details

ABN 23 004 231 654 Registered School
No. 1267 CRICOS Provider No. 00145E