



September 2019

Dear Parent/Carer

The Bourne Academy Music Department is delighted to offer your child the opportunity to take up a place for additional music lessons, taught by a specialist visiting teacher. There are limited places available to study the following:

- Percussion (drum kit)
- Singing lessons
- Guitar (electric & acoustic) and Bass Guitar
- Ukulele
- Piano
- Flute/Clarinet/Saxophone
- Violin/Viola/Cello
- Trumpet/Tenor Horn/Trombone/Saxophone/Cornet

We expect music tuition to be in great demand so places will be offered on a first come first served basis. If your child is not successful this term for their chosen instrument then an alternative instrument may be offered. If an alternative instrument is offered, and you decide not to take up the opportunity, then your payment will be returned and you may re-apply the following term.

The Academy has a limited number of woodwind instruments available for loan but ideally students should obtain their own.

The charge for tuition will be £60 per term, which will cover a series of 10 weekly lessons of at least 20 minutes each. Students will normally be taught in pairs although they may be in groups of up to four, if appropriate. It is important to note that all students taking up this offer will be expected to meet the expected standards of practice, progress and attendance as well as to catch up on any work missed in their other lessons. Compliance with these requirements will be reviewed prior to the start of each term, when the opportunity for additional music tuition may be withdrawn.

If your child decides to take up lessons then they will be expected to join a lunchtime club or afterschool ACE club where they will practise as an ensemble for future performances. There are at least 8 concerts and recitals throughout the year.

If your child is eligible for Free School Meals, or has been eligible for Free School Meals at any time in the last six years, please contact the Finance Office to discuss possible funding assistance. Payment can be made via our payment website [www.scopay.com](http://www.scopay.com). You do not need to pay the full amount all at once.

In order to register your child for additional music lessons please complete the form overleaf and return it. Payment should be made at the start of each term, preferably using the online

**Principal: Mr M Avoth**

**The Bourne Academy, Hadow Road, Bournemouth, BH10 5HS Tel. 01202 528554**

**[www.thebourneacademy.com](http://www.thebourneacademy.com) [admin@thebourneacademy.com](mailto:admin@thebourneacademy.com)**

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payment system, but cash and cheques (payable to The Bourne Academy) will still be accepted.

Yours sincerely

Mr Mastrocola  
Head of Visual and Performing Arts

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**AUTUMN TERM 2019 Music Instrument Lessons – Application Form**

<b>Student Name:</b>		<b>Tutor Group:</b>
<b>Home Address:</b>		
<b>Contact Numbers:</b>	<b>Home:</b>	<b>Parent/Carer Mobile:</b>
<b>Instrument:</b>		
<b>Have you studied this instrument before:</b>	<b>Yes / No</b>	<b>If 'Yes' how long for and which Teacher did you study with?</b>
<b>Payment of £60 has been made using the online payment system (Trip name 'Autumn Term 2019 Music Lessons')</b>		<b>Yes / No</b>
<b>I enclose payment of £60 (cash or cheque made out to 'The Bourne Academy')</b>		<b>Yes / No</b>

I hereby agree with the terms and conditions outlined in the Regulations for Music Instrument Lessons (overleaf).

Parent/Carer's Signature .....

Date .....

Email .....

Once completed please return to either Mr Mastrocola or the Finance Office.

## REGULATIONS FOR MUSIC INSTRUMENT LESSONS

### LESSONS & INSTRUMENTS

1. There will be a minimum of 30 lessons per academic year.
2. Pupils will only be accepted for a minimum of two terms initially, although teachers may advise lessons to end if they miss 3 lessons over the course of a term.
3. If your child wishes to discontinue lessons **written** notice must be given to the instrument teacher by half term to take effect from the end of that term.

**Failure to follow this procedure will result in a term's fee being charged in lieu of notice.**

### PAYMENTS

4. Fees will be reviewed annually.
5. Payments for lessons and hire of instruments is termly and must be made before tuition commences.
6. Fees will not be refunded for non-attendance
7. Should a lesson be cancelled due to bad weather, the teacher will take steps reschedule the lesson. There will be no refund or credit for holidays taken by children during the term.
8. Parents / carers must pay for music and accessories such as strings, rosin and reeds.

### REMISSION OF FEES

9. Concession for hardship is available to students. It can be granted for one instrument only.
10. Parents must pay for sheet music, accessories and examinations.
11. If you are experiencing financial difficulty, assistance can be discussed – please contact the Finance Office.

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