

# LANCASTER ROYAL GRAMMAR SCHOOL

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2023/24

Dear Parent/Guardian

## MUSIC LESSONS AT LRGS

Welcome to the Music Department at Lancaster Royal Grammar School! We have an excellent group of Peripatetic Music Teachers at LRGS and your son/daughter may wish to continue having their music lessons here. Your son/daughter may also wish to take up an instrument for the first time or start learning an additional instrument.

All pupils who take advantage of the instrumental tuition at the school are encouraged to participate in the school ensembles where possible (free of charge) and to take part in performance opportunities at various times during the year.

The music lessons are 30 minutes long and are on a one-to-one basis, at a charge of £18.50 per lesson. These usually take place during the school day on a rotating timetable, which hopefully reduces any impact on the academy timetable. Priority for lessons outside of the academic timetable is given to GCSE and A Level students. If a student needs to excuse themselves from a school lesson, they should inform the teacher at the beginning of the lesson and then ask to leave for the instrumental tuition (allowing enough time to get to the practice room). Similarly, after the music tuition, they should proceed to their next lesson. Students must ensure that they catch up on any missed work.

All music lessons take place in the practice rooms in the Music Department or the Music Practice Room in Old School House. Full details and any door codes will be emailed out to you in advance of the lesson.

From September 2023 we will undertake to provide 34 lessons over the school year. The payment dates and amounts payable are shown below and reflect the number of lessons teachers aim to provide each term.

Half Term	Payment Date	Amount Payable per Instrument
1 <sup>st</sup> Half Michaelmas (7 lessons)	22/09/2023	£129.50
2 <sup>nd</sup> Half Michaelmas (7 lessons)	10/11/2023	£129.50
1 <sup>st</sup> Half Lent (5 lessons)	19/01/2024	£92.50
2 <sup>nd</sup> Half Lent (5 lessons)	01/03/2024	£92.50
1 <sup>st</sup> Half Summer (5 lessons)	26/04/2024	£92.50
2 <sup>nd</sup> Half Summer (5 lessons)	14/06/2024	£92.50

You will receive an invoice for each half term and we request that payment is made via our online payment system Wisepay. Lessons will not commence without this contract being signed and returned (use the link or QR code below) and payment having been made. If there are financial issues regarding the fees, please contact Ms Price as soon as possible.

**Please note:** students might not necessarily receive the lessons in the ratios set out above, due to exams, school trips, etc. Rest assured, Peri Music Teachers will endeavour to provide catch-up lessons for those lessons cancelled with adequate notice, to ensure the 34 lessons per year are received. However, if circumstances do not allow the full quota of 34 lessons to be met, attendance will be reconciled at the end of the academic year and any reimbursements will be made. In the

meantime, **please continue to make the payments as set out in the schedule above, without making any adjustments of your own.** Thank you for your understanding.

**May I take this opportunity to remind you of the following points?**

- **Cancellation of lessons requires a half term's paid notice** by email or letter to Ms Price (Peripatetic Music Administrator - email: [yprice@lrgs.org.uk](mailto:yprice@lrgs.org.uk)), and no later than the first week back after any given holiday.
- Students should, if possible, inform their Peripatetic Music Teachers in advance if they are unable to attend a lesson, ideally a week before but no later than 24 hours. Less than 24 hours' notice will be an unauthorised absence and will therefore chargeable.
- Late cancellation due to illness is only acceptable via a parent/carer (or housemaster/matron for boarders). Please ensure the Peri Music Teacher or Ms Price is notified of illness no later than 24 hours' before the lesson. Unfortunately, less than 24 hours' notice would be a non-refundable lesson.
- Students who have a music lesson during registration period must ensure that they are registered by calling in at Lee House or Wyresdale House on the way to their next lesson.

**Safeguarding & Music Tuition**

LRGS is committed to providing a safe and supportive learning environment for all our students. All our teaching and support staff, including our Peripatetic Music Tutors, have Disclosure & Barring Service clearance and receive regular safeguarding and child protection training.

However, as a parent/guardian, if you wish to arrange private music tuition for your son/daughter outside of school, the responsibility is with the parent to ensure that appropriate safeguarding procedures are in place.

If you wish to view full details of music lessons available and/or sign up for music lessons for the academic year 2023/24, please follow the link (or QR code) below :-

<https://forms.office.com/e/hQXK3818ej>

Yours sincerely,  
Ms Yvette Price  
Peripatetic Music Administrator  
[yprice@lrgs.org.uk](mailto:yprice@lrgs.org.uk)

