

## LANCASTER ROYAL GRAMMAR SCHOOL

East Road Lancaster LA1 3EF

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2018/19

Dear Parent/Guardian

### MUSIC LESSONS AT LRGS

Welcome to the Music Department at Lancaster Royal Grammar School! Your son may be one of a number of boys who transfer to LRGS from primary schools where they have been receiving instrumental lessons. We have an excellent group of instrument teachers at LRGS and your son may wish to continue having his instrumental lessons here. Your son may also wish to take up an instrument for the first time or start learning a new instrument.

All boys 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.

From September 2018 we will undertake to provide 34 lessons over the school year and we will send you an invoice in advance of each half term. The payment dates and amounts payable are shown on the acceptance form attached and reflect the number of lessons to be provided each term.

For boys in the final GCSE year and 6<sup>th</sup> Forms lessons will stop at Easter and any lessons in the summer term will only be provided at the parents' request.

Details of the range of tuition available at LRGS are overleaf.

Most music lessons take place during the school day and tutors use a rota system to ensure that boys do not miss the same subject every week. It is important that your son informs the teacher that he will be missing some of the lesson and copies up any work he may miss whilst attending a music lesson. Lesson times will be displayed in advance in the Music Department.

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

- Boys should, if possible, inform their instrumental teachers in advance if they are unable to attend a lesson, ideally in their previous lesson.
- Late cancellation due to illness is only acceptable via a parent/carer (or housemaster/matron for boarders) – the music tutor (or Mrs Lamb/Lee House) should be notified on the morning of the lesson concerned, otherwise the lesson is not refundable.
- Boys 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.

Please find appended below the parental contract encompassing the lesson arrangements. I would be grateful if you could return the parental contract to Mrs Kim Taylor in Lee House as soon as possible.

Yours sincerely

Mrs Emma Lamb  
Director of Music

## Music Tuition available at LRGS from September 2018 :

- Saxophone / Clarinet / Flute (please indicate) with Paul Froggatt
- Brass with Andrew Warriner (please specify instrument) : \_\_\_\_\_
- Electric, Acoustic or Bass Guitar (please indicate) with Dave Shooter
- Electric, Acoustic or Classical Guitar (please indicate) with Tim Lockyer
- Violin / Viola (please indicate) with Julian Davies
- Cello / Double Bass (please indicate) with Penny Holt
- Piano with Yvette Price and Julian Davies  
*(Please indicate if you have a preference)*
- Drum kit with Andy Smith
- Singing with Christopher Steele
- Music Production with Dave Shooter  
*Working primarily with Ableton Live software (and Push controller units) learn how to make beats, produce and record.*

All lessons are 30 minutes long.

Please note that there is a secure room available for daytime instrument storage in the Music Department.

## PARENTAL CONTRACT FOR INSTRUMENTAL LESSONS

Name of Pupil \_\_\_\_\_

Form (from September 2018) \_\_\_\_\_

Musical Instrument \_\_\_\_\_ Music Tutor \_\_\_\_\_

If lessons are provided I will encourage my son to practise regularly. I understand that he will be expected to take part in ensembles and concerts where possible.

I understand that payment is required in advance at the start of each half term and that LRGS will make an appropriate adjustment/refund if lessons are cancelled or my son stops having lessons part way through the year.

I agree to make payments in advance as shown in the schedule below.

Half Term	Payment Date	Amount Payable per Instrument
1 <sup>st</sup> Half Michaelmas	10/09/2018	£119.00
2 <sup>nd</sup> Half Michaelmas	12/11/2018	£119.00
1 <sup>st</sup> Half Lent	14/01/2019	£85.00
2 <sup>nd</sup> Half Lent	04/03/2019	£85.00
1 <sup>st</sup> Half Summer	29/04/2019	£85.00
2 <sup>nd</sup> Half Summer	10/06/2019	£85.00

You will receive an invoice for each half term and we request that payment is made via our on line payment system Wisepay. Lessons will not commence without this contract being signed and returned and payment having been made. If there are financial issues regarding the fees, please contact Mrs Taylor as soon as possible.

I understand that any unauthorised absences from music lessons, without prior notice being given, may be charged depending on the circumstances.

I understand that **cancellation of lessons will require half a term's notice** by email or letter. Notice cannot be accepted less than 2 weeks before the end of each half term before timetables and invoices have already been prepared and emailed.

Signed.....(Parent/Carer)      Date: .....

Print name: \_\_\_\_\_

E mail address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Invoice to be addressed to:  
(Mr/Mrs/Ms/other) \_\_\_\_\_

(Written or email confirmation of agreement to pay is required if the 'Invoice Address' is different from the above Parent/Carer name)

*Please return this form to Mrs Kim Taylor in Lee House and keep a copy for your own records.*

*Email: [ktaylor@lrqs.org.uk](mailto:ktaylor@lrqs.org.uk)*