



High Barns, Ely, Cambridgeshire, CB7 4RB  
Telephone: 01353 662163  
Fax: 01353 666177  
Email: [office@elystmarys.cambs.sch.uk](mailto:office@elystmarys.cambs.sch.uk)

Dear Parents/Carers,

### **Musical Instrument Tuition and Singing Lessons (New Pupils)**

As I'm sure you'll know, there are lots of opportunities for music-making at St Mary's, these including learning to play a musical instrument. If your child is not already in receipt of music lessons this may be something which you would like to consider, as there are many benefits.

Instrumental and singing tuition is organised by the school but is provided by Cambridgeshire Music (for instruments other than piano, guitar and ukulele), by Mrs Jane Morgan (for piano), by Musicale Ltd (for guitar and ukulele), and by Mrs Tara Bungard (for singing).

**If you would like your child to receive tuition in piano**, please refer to the information contained in Mrs Morgan's letter (attached), complete the necessary form, and return this to St Mary's School Office for the attention of Mrs Morgan. Any further details required may be obtained by telephoning Mrs Morgan on the number given.

**If you would like your child to receive tuition in guitar**, either classical or electric, **or in ukulele**, please refer to the information contained in Musicale's letter (attached), complete the necessary form, and return this direct to Musicale. Any further details required may be obtained by telephoning Musicale on the number given.

**If you would like your child to receive tuition in singing**, please refer to the information contained in Mrs Bungard's letter (attached), complete the necessary form, and return this to St Mary's School Office for the attention of Mrs Bungard. Any further details required may be obtained either by telephoning Mrs Bungard on the number given, or via email.

**The remainder of this letter refers to tuition provided by Cambridgeshire Music.** Flute, Clarinet, Oboe, Saxophone, Trumpet, Cornet, Violin, Viola, Cello, Double Bass, Drum Kit, and Recorder are all available to learn by means of either **individual or shared** lessons. Lessons are 20 minutes in length. Longer lessons may be available on request at proportionately higher fees.

Your child will receive **a minimum of 30 high-quality lessons** per year from experienced and well-qualified teachers, an annual progress report, opportunities to play in the school orchestra and to work towards grade exams, etc. As terms are usually longer than 10 weeks, pupils may receive additional lessons free of charge (up to 34 lessons in total). Lessons take place during the school day.

**A minimum of one full term's notice to cease lessons is required** for contractual reasons as the school will have committed itself to hiring and paying staff on your behalf; **for example, notice to cease lessons must have been received by the school by the end of the first day of the Spring Term if lessons are to cease at the end of the Spring Term.** Please consider this financial commitment carefully before requesting lessons for your child as the music tuition on offer to pupils must be self-financing.

**Shared lessons cost £92.25 per term; individual lessons cost £178.50 per term.** Pupils in receipt of Free School Meals, and those in the care of the Local Authority, can apply for a Bursary to cover

**the full cost of shared tuition, and will be provided with a musical instrument to borrow free of charge** (subject to availability). The provision of bursaries is discretionary, and will be reviewed termly. It is expected that pupils in receipt of bursaries will practise regularly and make good progress. **Additional charges** are made for those pupils choosing to enter **for exams, including accompanist's fees. All additional charges are payable in advance.**

**If you wish to reserve a county-owned instrument for use during the academic year 2019/20 (on a first-come, first-served basis) at no additional charge please tick the relevant box on your tuition request form.** Please note that certain instruments (eg drum kits) are not available from this source. If your application for a county-owned instrument is unsuccessful **the school has a limited number of instruments which may be hired at a termly rate of £29. Parents need to organise insurance for loss or damage** to school instruments (these can be added to house contents insurance), and are responsible for the security and maintenance of county-owned instruments.

**To help spread the cost of music tuition St Mary's offers the option of paying in monthly instalments;** if you would like to pay in instalments please tick the relevant box on the return form so that a standing order mandate may be sent to you. **Fees will otherwise be collected electronically via ParentPay on a termly basis, with payment requests being sent out shortly after the start of each term,** and you are requested to pay promptly, please.

If your child is interested in learning to play a musical instrument, or is interested in receiving singing lessons, please complete the appropriate form and return it to either St Mary's School Office (for voice and for instruments other than guitar and ukulele) or to Musicale (for guitar and ukulele).

Yours sincerely,

Hazel Law  
Music and Collective Worship Lead

**Form to be completed for tuition in all instruments other than piano, guitar and ukulele.**

Prospective piano pupils please instead complete and return Mrs Morgan's application form.

Prospective guitar and ukulele pupils please instead complete and return Musicale's application form.

Prospective singing pupils please instead complete and return Mrs Bungard's application form.

**Music Tuition Request Form**

Child's Name \_\_\_\_\_

Current Class \_\_\_\_\_

Date of Birth \_\_/\_\_/\_\_\_\_

Parent/Carer's Name \_\_\_\_\_

Address \_\_\_\_\_

Contact Telephone Number(s) \_\_\_\_\_

Email Address \_\_\_\_\_

**Please tick/complete all boxes in relation to the instrument(s) of your choice.**

Instrument	1 <sup>st</sup> choice (Please tick)	2 <sup>nd</sup> choice (if 1 <sup>st</sup> choice not available) (Please tick)	Individual or Shared lesson (Write 'Ind' or 'Shared')	Beginner, or Number of Years' Learning
Flute				
Clarinet				
Oboe				
Saxophone				
Violin				
Viola				
Cello				
Double Bass				
Cornet				
Trumpet				
Recorder				
Drum kit				

The above-named child is in receipt of free school meals   
 or is in the care of the Local Authority, and I would therefore like to apply for  
 a 100% shared-tuition bursary and a musical instrument to borrow free of charge.

I would like to pay in monthly instalments; please send me a standing order mandate.

**PTO**

I would like to pay termly via ParentPay.

The above-named child has his/her own musical instrument.

Subject to availability, I would like to borrow a county-owned instrument for the above-named child at no additional charge. (Drum kits not available.)

Subject to availability, I would like to hire a school instrument for the above-named child to use at a cost of £29 per term. (Drum kits not available.)

**NB**

**I understand that I am responsible for any loss or damage to instruments.**

**I understand that a full term's notice to cease lessons is required.**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Parent/Carer

*The details provided will be used for the purpose of processing your music tuition request, and for the purpose of contacting you in the event that clarification is required. Your tuition requirements will be shared with the relevant peripatetic music teacher provided by Cambridgeshire Music. This form will be retained for the duration of the academic year, and then destroyed securely.*