



# HAMILTON CHRISTIAN SCHOOL

4 North City Road, R. D. 1, Hamilton 3281 Ph: +64 7 854 0010 Fax: +64 7 854 0072

Email: [admin@hcswaikato.school.nz](mailto:admin@hcswaikato.school.nz)

Web: [www.hcswaikato.school.nz](http://www.hcswaikato.school.nz)

## Music Lessons Handbook

Welcome to the Hamilton Christian School Music Department.

Thank you for considering private music lessons through the Music Department at Hamilton Christian School. This school has a long-standing musical tradition and we pride ourselves on this. We strongly encourage students to learn a musical instrument as a part of their education. I am confident that our students will have a positive musical experience through their instrument lessons and involvement in the number of music groups offered.

Hamilton Christian School offers a range of skilled and experienced instrument teachers. We believe that learning an instrument and being involved in the ensemble music groups adds significantly to the quality of life whilst at school and later in life.

Please fill out the instrument request form to secure lessons. Students will be assigned to the appropriate teachers, who will then contact you to discuss fees, lesson details and contact details. Please do not hesitate to contact me for further information on music lessons or the music groups on offer at Hamilton Christian School.

### **Simon Patton**

TIC Music and Itinerant Music Tuition Co-ordinator

E: [simon.patton@hamiltonchristianschool.nz](mailto:simon.patton@hamiltonchristianschool.nz)

W: [www.hamiltonchristian.school.nz](http://www.hamiltonchristian.school.nz)

## *The Aim:*

The broad aim of the music tuition programme is to develop students' musical, social and personal awareness through participating in instrumental music instruction and ensembles, rehearsals and performance.

Students, parents and caregivers must read and retain this booklet.

- Tuition is offered in a range of musical instrument and voice, as listed on the instrument request form.
- Specialist itinerant music teachers are available for the lessons within and, to a limited degree, out of school hours.
- A commitment to regular home practice and attendance at lessons is essential for progress to be made.

## *General conditions:*

1. All teachers are interviewed by the Itinerant Music Tuition Coordinator and Principal. The teachers are expected to be of the Christian faith and upholding the Christian values set out in the Holy Bible. All teachers are screened to ensure that your child/ren are in safe hands.
2. The teaching relationship with the student is private under the management of the school's Itinerant Music Tuition Co-ordinator. Enquiries relating to tuition should be directed to the teacher concerned, or the Itinerant Music Tuition Co-ordinator.
3. Lessons will generally be held during class time, with only a limited number of times available outside curriculum time. Availability of lessons outside curriculum time is entirely at the instrument teacher's discretion, and priority will generally be given to those who get in first.
4. Lesson times will be rotated (not in the junior school), this means a student will not miss the same subject each week, and generally any particular subject should be affected only once or twice over the term. It is the student's responsibility to catch up on school work missed. Alternatively, Y12 and Y13 students can take their lessons in their study periods so that they don't miss any classes.
5. Students are strongly encouraged not to have more than two lessons per week in curriculum time.
6. It is expected that all students have their own instruments and should bring them to lessons (with the exception of piano/keyboard and drums).
7. Music teachers will give students their personal phone numbers and email addresses, and parents and students should contact them directly for routine matters. Phone numbers can also be obtained by contacting the Itinerant Music Tuition Co-ordinator or main office.

## *Fees and Obligations*

1. The contractual arrangement for lessons is between the parent/caregiver and the teacher of the instrument. Parents will be charged by the instrument teacher at the beginning of each term for the remaining weeks in the term. The number of lessons will depend on the length of the term. Additional lessons may be taught by agreement and consultation with the instrument teacher.
2. Alternatively, parents can pay the first half of the term's tuition at the start of each term. This needs to be arranged in consultation with the instrument teacher before commencing lessons. The outstanding tuition fees can be paid by the middle term. Ideally, the fees for the entire term should be paid at the beginning of each term.
3. It is expected that students are enrolled for a complete academic year and students must re-enrol for lessons at the beginning of every new academic year.
4. Should parents decide to withdraw their child from music lessons, they are required to give written notice (signed) to the teacher involved and the Itinerant Music Tuition Co-ordinator. Verbal advice by the student is not sufficient. As instrument teachers are required on a needs basis, termination of lessons during the term is not permitted. Four weeks' notice prior to the end of the term is required for the termination. Itinerant teachers will expect payment for four lessons in lieu of notice.
5. Fees are set by the school in consultation with each individual itinerant teacher. The fees for individual tuition range between \$20 - \$30. Lessons are either 20-minutes or 30 minutes. You need to stipulate the length of tuition that you desire for your child on the *Request for Instrumental Tuition* form. Please note, some tutors will not teach 30 minute lessons which is why it needs to be done on request.
6. Group charges vary from teacher to teacher. These options are best discussed in consultation with the teacher of that instrument. Please note that there should be no more than four students to a group.
7. Additional costs may include tutor books and sheet music.

## *Student requirements*

- To attend their lessons regularly and on time;
- Bring the appropriate gear to lessons (books, instruments, book for taking notes if teacher requires this);
- To practice
- To have a positive attitude

## *Missed lessons and absentees:*

1. Students unable to attend their lessons for ANY reason must notify the instrument teacher in advance at least 24 hours before the lesson. If appropriate notification is not given the lesson will be charged.
2. If a student, for any reason such as a test or a very important curriculum lesson, is unable to attend his/her instrumental lesson, he/she must advise the instrument teacher beforehand. In most cases, if prior notice is given, an alternative lesson can be arranged. However, if the student does not notify the instrument teacher in advance, or simply forgets to go to a lesson, that lesson must be paid for by the parent. When a student is absent on excursions, fixtures etc. a make-up lesson may be scheduled at another time, providing prior notice is given by the student or his/her parent(s).
3. It is recommended that the student and parent sit down at the start of each term with the school calendar, and work out any possible clashes which might include family outings (where you might be away for an extended period of time), sport commitments, and other extracurricular activities. There are possibly other activities that might fall into this category also.
4. Lessons missed by students without appropriate notice may not necessarily be made up, whether or not they have been charged for it. In the event of the teacher being unavailable to attend (due to illness, public holidays, teacher only days etc.) the lesson will be made up, or the student will be reimbursed the cost of the lesson.

## *Performance Opportunities:*

1. It is important that students take every opportunity to gain performance as part of their musical and personal development.
2. Each year, several opportunities will be made available for students, who get lessons through the school, to perform on their instrument in front of their family, friends, staff and students. Some will be done through the school concerts that are held in terms 2 and 4. Some itinerant teachers like to hold their own performance evening which could be held at school or at another venue of their choice. You will be well informed of these performance opportunities.
3. In addition to this, each year there will be a Showcase Evening which includes items of the highest calibre. Students will be selected, at the discretion of the music teacher and the Itinerant Music Tuition Co-ordinator, or by audition, to perform at these events.