Dear Parents/Guardians,

2017 INSTRUMENTAL TUITION

At Mary MacKillop College we are delighted to facilitate the provision of private instrumental lessons. Here are information regarding the College instrumental tuition program.

**Instruments Available**

- Alto Saxophone
- Trumpet
- Clarinet
- Modern Voice
- Drum Kit
- Classical piano
- Electric Guitar
- Tenor Saxophone
- Trombone
- Flute
- Violin
- Bass guitar
- Modern piano
- Classical Guitar

**Instrumental Tutors**

Lessons are provided by qualified private instrumental tutors. The tutors are not employees of the College.

**Instrumental Lesson Time**

Instrumental lessons are provided during normal school hours. This means students will miss their subject class time. The Head of Music organises the instrumental timetable such that students do not miss the same subject every time. There are 10 lessons each for Terms 1, 2 and 3 and two to six lessons in Term 4.

**Instrumental Tuition Fees**

The provision of instrumental lessons is a transaction between the parents/students and the instrumental tutors (not Mary MacKillop College). Therefore, the tutors set their own fee rate per lesson and the tutors invoice the parents directly.

If you would like your daughter to participate in the instrumental tuition program, please complete the attached Participation and Agreement Form no later than Tuesday 21 January 2017, first day of Term 1.

Please contact me via email ghughes@marymackillop.sa.edu.au if you any further queries regarding the Music Tuition Program.

Yours sincerely,

Gavin Hughes
Head of Music
INSTRUMENTAL TUITION PROGRAM
CONDITIONS OF PARTICIPATION

Instrumental Tuition Fees

- The instrumental tutors set their own fee rate per lesson.
- The instrumental tutors will directly invoice the parents at the start of each term.
- Instrumental fees should be paid to the instrumental tutors within 7 days from date of invoice.
- Once instrumental lessons commence, parents are liable for a full term instrumental fees.
- The instrumental tutors reserve the right to cancel the instrumental tuition agreement if previous term fees remain unpaid or if students regularly miss timetabled lessons.

Absences

- If the tutor is absent or if there is a College event that precludes the provision of the instrumental lesson, the tutor will organise a make-up lesson at a later time or will credit the next term account.
- If the student is absent, at least one-day notice from the parent or the student is required for the lesson to be rescheduled.
- If the student is absent and there is no notice, the lesson is forfeited. The instrumental fee will not be refunded.

Student Responsibilities

- If the student is required to take a subject test during the instrumental lesson time, it is the student responsibility to organise an alternative instrumental lesson time.
- It is the student responsibility (and not the tutor) to keep track of their instrumental timetable.

Termination of Instrumental Tuition

- Instrumental lessons can be terminated at the end of a term. If terminated before the end of the term, parents are still liable for full term fees.
- Unless a four-week notice in writing to the Head of Music and to the tutor is received, instrumental tuition will roll over into the next term.
- To terminate instrumental tuition, a four week notice in writing to the Head of Music and to the tutor is required.
2017 INSTRUMENTAL TUITION
PARTICIPATION AND AGREEMENT FORM

Please return to Mary MacKillop College Music Department by Tuesday 31 January 2017

Student Information

Student Name

2017 Year Level

Address

Student Mobile Ph

Instrument

Instrument:

I need information regarding instrumental hire.

Individual lesson (piano lesson only)

Paired lesson

Shared lesson

Parent/Guardian Consent and Agreement

- I give consent for my daughter to learn the above named instrument.
- I agree to abide by the Conditions of Participation of the Instrumental Tuition Program, listed at the back.
- I understand that personal contact details will be exchanged as part of this agreement.
- I agree to pay the instrumental tuition fees as invoiced by the tutors.
- I understand that my daughter will be expected to take part in extra-curricular ensembles and support the College’s vibrant music program.

Parent/Guardian Signature

Parent/Guardian Print Name

Date

Address

Mobile Phone

Email Address