



# **Instrumental Lessons Policy**

## **INSTRUMENTAL PROVISION AND EXTRA-CURRICULAR MUSIC ACTIVITIES**

<b>Adopted:</b>	March 2016
<b>Review Date:</b>	Spring 2018
<b>Responsible for Review:</b>	Head of Music/Associate Head
<b>Committee for Review:</b>	Teaching and Learning
<b>Frequency of Review:</b>	2 Years
<b>Statutory:</b>	No

### BUNGAY HIGH SCHOOL – SCHOOL INSTRUMENTAL PROVISION

This policy relates to the programme of tuition provided by Suffolk County Music Service Tutors. The school also has some private tutors, who have their own separate policies and charges; further details of these are available on request.

#### County Music Service tuition is provided on the following:

<b>Woodwind:</b>	Flute, Oboe, Clarinet, Bassoon and Saxophone
<b>Upper Strings:</b>	Violin and Viola
<b>Lower Strings:</b>	Cello and Double Bass
<b>Brass:</b>	The full range of brass instruments, both orchestral and band instruments.
<b>Guitar:</b>	Acoustic, Electric, Bass
<b>Drum Kit:</b>	Drum kit
<b>Orchestral Percussion:</b>	Timpani, xylophone, glockenspiel

In addition to the above, Mrs Drew-Batty, the Head of Music, provides tuition on piano. (This is subject to the school Music Charges Policy, but does not include access to the County Music Service examinations.)

### LESSONS

These are worked on a rotating basis so that, as far as possible, students do not miss the same class lessons each week. Rotas are posted on the music notice board. Students in Years 13, 12 and, where possible, 11, are taught during non-lesson time such as registration, break and lunchtimes. We seek to provide the following minimum lesson durations.

Up to Grade 5 standard:	20 minutes as a pair or small group (three, occasionally four students)
Grade 5-6 standard:	20-25 minutes individually or 25-30 minutes as a pair.
Grade 6-7 standard:	25-30 minutes individually
Grade 7-8 standard:	30 minutes individually.



Where lessons are shared, it is with another student(s) of a similar standard and instrument. Students are usually only taught individually when there are no other students of a suitably similar standard/instrument with whom to share.

In order to distribute teaching time as effectively as possible there will occasionally be a week when a student will not be timetabled for a lesson, but this will not usually happen more than once or twice each half term.

Students are expected to arrive punctually for instrumental lessons with their instrument and music. They should notify their teacher at the start of any class lesson from which they need to be excused and ensure that they catch up on any missed work/homework set. Attendance and progress are closely monitored; if either is felt to be unsatisfactory, parents will be informed. Persistent failure to attend or make adequate progress may result in the withdrawal of lessons.

Students will receive an annual report on their progress and achievement. These will be sent home via students in the summer term.

**Timetables are, by necessity, compiled before the start of each term. If students wish to cease instrumental tuition, written confirmation of notice to stop is required before the end of the previous term. If notice is not given in advance, the full fee will be payable.**

## **CHARGES**

Parents are asked for a contribution of £40 per term for each instrument taught. Some students may qualify for a reduced charge or be exempt from any charge: Please refer to our Music Charges Policy for further details.

## **ACCOMMODATION**

There are four practice rooms, all adjacent to the Music Room. Peripatetic music staff conduct their lessons in these rooms. The rooms may also be booked for practice at breaks and lunchtimes. Students can safely leave instruments in the music room instrument cupboard when they are not in use. Instrument cases must be clearly labelled with the student's name and address. Instruments left at the High School overnight are left at the student's own risk, in accordance with Suffolk County Council policy. **Students are strongly advised to insure their instruments against loss or damage.**



## **EXAMINATIONS POLICY**

Students are entered for instrumental examinations, both Suffolk County Music Service and Associated Board or other national examinations. All students are normally entered for County examinations for Grades I to V and Associated Board examinations Grades VI to VIII.

Entry for these examinations is made after consultation between the peripatetic teacher and the Head of Music at the High School. For the County Music Service examinations Suffolk County Council provides an accompanist for the student and the facility for them to practise with the accompanist before the examination takes place. There is no charge at present for these examinations.

Students entered for Associated Board examinations Grades VI to VIII do not have an accompanist provided by the County. In higher grades (Grades VII and VIII) it is necessary for students to supply their own accompanist for the examination. Although the Music Department staff are responsible for entering pupils for Associated Board examinations, parents are responsible for paying the examination fees. Financial help may be available and individuals should discuss this with the Headteacher and / or Head of Music.

Parents are expected to transport their children to and from music examinations.

Examinations are a useful method of measuring progress and recognising achievement. They also help students focus on preparing performances to a high standard and encourage their development as all-round musicians through the study of technique (scales and arpeggios), aural skills and sight-reading. For these reasons, students are expected to work towards taking one examination per year as a general guide, but at least one grade every two years.

## **PRACTICE**

Playing a musical instrument involves learning and maintaining good playing habits. Private practice is a necessary part of this learning process and is to be encouraged on a daily basis. Much can be achieved even if practice time is short. It is much more beneficial to practise for short periods regularly than to do a longer practice session less frequently. Recommended minimum daily practice times:

Up to grade 3	20 minutes
Grades 3 – 5	30 minutes
Grade 5+	30+ minutes



Students will need to consider whether they are able to combine this with their other school homework commitments. Of course, it should be remembered that playing an instrument is fun and should be an enjoyable part of the daily routine!

In order to help students to organise and monitor their practice, we expect them to use the booklets issued by the County Music Service. These work in much the same way as their school homework diary. It is helpful if parents can become involved in monitoring and encouraging practice by signing the booklet each week.

### **PROVISION OF INSTRUMENTS**

Students are expected to provide their own instruments as the school has only a very limited number of instruments for loan. The Suffolk County Music Service has an instrument loan scheme but as resources are limited it may be necessary to join a waiting list. The Head of Music and the peripatetic team will be able to advise about this and about various hiring and purchasing opportunities.

### **EXTRA-CURRICULAR MUSIC ACTIVITIES**

A number of extra-curricular ensembles rehearse weekly during the school day or after school. These are advertised widely within the school.

All students will be given the opportunity to participate in at least one ensemble as appropriate to their instrument and standard.

**Students receiving school instrumental lessons are expected to participate in ensemble work on a regular basis if they are requested to do so.** Members of school ensembles are expected to make every effort to participate in termly school concerts and/or occasional out-of-school performances, when required.

### **COUNTY MUSIC ENSEMBLES**

In addition to school music ensembles, the Suffolk County Music Service runs a number of county and area ensembles, catering for beginners to the most advanced. More information about these may be obtained from the Head of Music or peripatetic staff at the school.