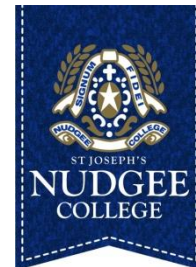


NUDGENE COLLEGE MUSIC DEPARTMENT
MUSICAL INSTRUMENTAL, SINGING (VOICE) AND/OR THEORY OF
MUSIC APPLICATION FORM – 2019.



Dear Parents/Guardians,

The Music Department at St Joseph's Nudgee College offers music tuition **during normal school hours** for students wishing to learn a Musical Instrument, Voice or Music Theory. We presently offer tuition in the following areas:

- Keyboard – Piano (Classical/Popular)
- Woodwind – Flute, Oboe, Clarinet, Saxophone, Bassoon.
- Brass – Trumpet, French Horn, Trombone, Euphonium / Baritone, Tuba.
- Strings – Violin, Viola, Cello & Double Bass
- Guitar - (Modern/ Acoustic / Classical, Electric)
- Bass Guitar - (Acoustic/ Electric)
- Percussion - (including Drum Kit, Timpani & Mallets).
- Voice - (Classical & Contemporary)
- Theory of Music - (ANZCA or AMEB)

Students usually have 8-10 lessons per term. The cost of each lesson is \$35.00 (incl. GST) per 30 minute lesson. Music tuition fees are payable directly to the College **at the end of each term and will be added to your College Tuition Account Fee**. It would be appreciated if you could settle your account within two weeks of receiving the invoice.

Most music lessons take place during class time and students are withdrawn from class for 30 minutes on a rotating basis through the day. Limited places are available for before school, after school or lunch times and these are at the discretion of the Tutor and priority for these times are given to Year 11 & 12 students. Students learning a Band/Orchestral instrument or Voice at the College **are required to be involved in the appropriate School Ensemble** once they have reached a sufficient level. There are Music Studio Concerts during Term 3 and 4, where **all students** are expected to perform to the level of their experience.

Students are able to loan, free of charge, a variety of orchestral instruments from the College (except Piano, Guitar & Drums). The loan of instruments is subject to availability and the needs of the ensembles.

If your son is interested in learning an instrument at the College, please complete and return the Tuition Application and the Instrumental Agreement Forms which follow this page. By signing the documents attached, you are agreeing to all the terms and conditions outlined in this document. Applications may also be made online via the College Portal using your parent login.

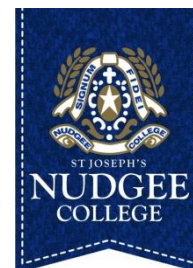
Mr Brett Foster
Co-ordinator of Music

Nudgee Music Department Contact Details:

Email: General Enquiries – music@nudgee.com Phone: (07) 3865-0457, Fax: (07) 3865-0508 (Direct Music Dept. Fax)
Director of Music Activities – Phone: (07) 3865-0506, Email: bfs@nudgee.qld.edu.au

NUDGEE COLLEGE MUSIC DEPARTMENT

Instrumental Music Tuition Agreement, Terms & Conditions (as per the student portal)



Permission is given for our son to join the Nudgee College Instrumental Program. We agree to cover all costs and charged associated with our son's lessons, which for 2019 is currently set at **\$35.00 per 30 minute lesson**. This charge is in line with industry rates set by the Music Teachers Association of Queensland. It is expected that our application will be for at least one full term of lessons. Beginner students are encouraged to give at least one semester of effort to their lessons before re-evaluating whether Music tuition suits them or not.

LESSON BILLING & ACCOUNTS:

Students usually have 8-10 lessons per term. Music tuition fees are payable to the College at the end of each term and are added to your College Tuition Account Fee. It is appreciated if accounts are settled within two weeks of receiving the invoice. We understand that if our accounts are not settled with reasonable notice or a mutually agreeable arrangement is not reached promptly, it is the prerogative of the Head of Music or the College Leadership Team to suspend lessons for your child until the accounts are settled.

Please note – when a son/s is/are enrolled in an extra-curricular activity i.e. Private Music Tuition and parents are separated, the College will require enrolment consent to be provided in writing or by email from both parents, as these fees are charged to the parents fee account.

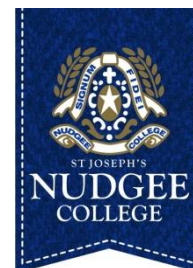
ABSENCES:

A successful program can only remain so with the commitment of parents, staff and students. Continued absence from lessons and/or rehearsals can cause problems within the lesson group or ensemble. In order to keep a good working relationship between students, tutors and parents, there are specific communication guidelines to follow, which are outlined below.

- **Notice of Absence** must be provided directly to the Tutor or if you are unable to reach them, then the Music Office at least 24 hours prior to the scheduled lesson, or by 8:30am on the day in the case of illness. A note to the Pastoral Care Teacher or to the Main Office is unfortunately not sufficient as there is no assurance it will make it to the Music Office with enough time for rescheduling to happen.
- **An Excused Absence** will be marked in the attendance register, if a student is away on camp, an excursion, or cannot leave class due to assessment, **providing enough notice was given for the tutor** to re-schedule their lessons for the day, and therefore not lose the teaching time.
- **If a student is away sick**, a call or email directly to the Music Tutor or Music Office prior to 8:30am is required to avoid being billed for the lesson. This allows us to reschedule another student into the timeslot, and therefore allow the tutor to go home early. Notification after 8:30am will unfortunately result in that lesson fees being forfeited.

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- **Lesson Credits:** Where lesson rescheduling due to an excused absence or sickness is not possible due to the close proximity to the end of term or in the case of long term illness, some lesson may be credited to the next term. If it is the end of the year, then a refund of the fee/s will be made available.
- **An Unexcused Absence** will be marked in the attendance register, if a student does not show up to a scheduled lesson without the tutor being notified in enough time to re-schedule. In this case, the scheduled lesson is forfeited. **An unexcused absence cannot be made up free of charge**, and you will need to pay for it.
- **Recurring absences without written explanation** could result a student's exclusion from a performance or in extreme cases, from the program. Generally, notices are emailed or posted to parents if a student has missed 2 lessons or rehearsals, and a reply is expected from the parents to confirm receipt of the notice.

DISCONTINUING LESSONS:

As a general rule, **we will only accept cancellations of lessons at the end of a term.** All lesson cancellations or changes to different instruments require at **least three weeks paid notice in writing to the Head of Music.** Three weeks' notice should be given in term time, (i.e. before the completion of the term) if you are discontinuing lessons the following term.

Woodwind, Brass and String Instrument Loans:

A limited number of Woodwind, Brass and String instruments are available for student loan. You will be issued with a Loan Agreement for the instrument which must be completed and signed before the instrument will be available for your student to take home. Students and parents agree to look after these instruments and keep them in good working condition at all times.

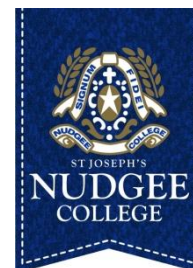
Students may be required to return the instrument to the Music Department at the request of the instrument tutor or the Director of Music Activities for checking, stocktaking and servicing as required. Parents are liable for any loss or damage whilst the instrument is on loan to their student. Coverage for the instrument should be included in your normal household contents insurance policy. General maintenance of instruments on long term loan will be the responsibility of the parents.

Consumable items such as Music Work Books, Woodwind Reeds, Cork Grease, Slide Grease, Key Oil, Valve Oil and replacement strings are the responsibility of the parents. These consumable items are readily available from any good instrumental music shop.

Please retain the top three pages of this document for your personal records and return the completed application form that follows to the Music Department.

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PLEASE RETURN THIS FORM TO THE MUSIC DEPARTMENT

I would like my son to have private Music Tuition at St. Joseph's Nudgee College. This includes learning a Musical Instrument, Singing (Voice) and/or Theory of Music.

STUDENT NAME: _____ ACADEMIC YEAR IN 2019: _____

BOARDER: Yes/No STUDENT'S MOBILE NUMBER: _____

STUDENT'S COLLEGE EMAIL ADDRESS: _____

TYPE OF TUITION REQUESTED: *(Please tick)*

INSTRUMENTAL LESSONS:

INSTRUMENT CHOSEN: _____

DO YOU NEED TO LOAN AN INSTRUMENT? Yes/No (Brass, Woodwind & Orchestral Strings Only)

SINGING/VOICE LESSONS

THEORY OF MUSIC: _____
(Please indicate approximate level, if known e.g. Grade 2 ANZCA/AMEB)

PLEASE GIVE DETAILS OF ANY PREVIOUS INSTRUMENTAL OR VOCAL EXPERIENCE:

FATHER/GUARDIAN SIGNATURE#: _____

MOTHER/GUARDIAN SIGNATURE#: _____

WORK/ MOBILE: _____ HOME: _____

EMAIL: _____

Please note – when a son/s is/are enrolled in an extra-curricular activity i.e. Private Music Tuition and parents are separated, the College will require enrolment consent to be provided in writing or by email from both parents, as these fees are charged to the parents fee account.

I have also submitted an Expression of Interest Form - 2019 for my son to be considered for one or more Music Ensembles. *(Please tick one)* Yes No

As a condition of lesson commencement, we/I hereby agree to the terms and conditions of the Instrumental Music Tuition Agreement, as set out in the attached paperwork.