



St. Anne's

Primary School

60 KNEES ROAD, PARK ORCHARDS, VICTORIA 3114

POLICY: MUSIC INSTRUMENTAL PROGRAM

RATIONALE:

The provision of a private music program offers the opportunity for children to further develop their musical ability. The Private Music Program offers an opportunity for children to learn a musical instrument.

AIMS:

- For students to explore and develop their musical ability by learning a musical instrument.
- To provide an opportunity for the students to learn practical and theoretical music
- To provide students with an opportunity to perform in front of an audience (This will usually be a Soiree outside school hours)

IMPLEMENTATION:

- The Principal will appoint an Instrumental Music Program Coordinator who will report directly to the Principal

The role of the Instrumental Music Program Coordinator will be:

- To ensure all teachers work in a room that has a glass panel for visibility purposes
- To ensure all teachers have a current Working With Children Check
- To liaise with the instrumental music teachers
- To coordinate Music 'Soirees'
- To advertise the program via the school newsletter
- To inform parents of the programs and all costs, including instrument hire

- To inform parents of the name of their student's teacher and how to contact him/her, what materials are needed and when the lessons are scheduled
- To ensure consistent fee structure across all instruments
- To provide a copy of the Music Instrumental Program Policy when requested by parents
- All communication regarding teachers and students is to be directed to the Instrumental Music Program Coordinator
- All teachers will pay 10% of tuition costs to the school. This payment will be made each term i.e. four payments annually.
- Payments to be made to the Instrumental Music Coordinator who will issue receipts organise payment to the school. The school will also issue receipts. A statement is to accompany payment, which indicates:
 - Number of lessons
 - Total income for semester (deduct GST where applicable)
 - Payment to school (10%)
 - Deductions (e.g. batteries, police checks)
 - Total Payment
- The school will cover the costs of paper, photocopying, GST, envelopes, electricity, piano tuning
- Students will be offered 20 minute or 30 minute lessons at different costs. Group lessons of 30 minutes will be offered according to the teachers' discretion. The individual cost per student for group lessons will be the cost of 30 minute individual lessons divided by the number of students
- Children may begin to learn an instrument from Year One.
- The students will attend music lessons during school hours. The lessons will be rotated weekly to avoid a student missing the same lesson each week. If this is not possible, parents will be informed of the curriculum area from which the student is absent.
- Private music tuition will be conducted after 11.00am and where possible avoiding the two hour literacy block.
- The Music teachers will provide parents with written reports on their child's progress.

EVALUATION:

The Instrumental Music Program Policy will be reviewed every four years or when necessary.

This policy was reviewed in 2016

This policy will be reviewed in 2020