



## INSTRUMENTAL MUSIC PROGRAM 2017

Dear Parents/Guardians and Students

Trinity College supports an instrumental music program whereby various music tutors can instruct Trinity College students on campus during the school day. To enable this program to take place, the College provides venues for these lessons and students are permitted to leave their scheduled rostered class to attend the music lesson.

Parents are responsible for the payment of the cost of these lessons, which are charged by the tutor directly to the parent.

In the interests of the safety of our students, we ensure that the tutors hold either a *Working With Children Card* or a *Victorian Institute of Teaching Card*. Music tutors also must sign a *Child Safe Code of Conduct*, read the *Child Safe Policy* and be familiar with and complete the *Mandatory Reporting eLearning Module*.

Please find below information regarding tuition, instrument hire and enrolment.

### LESSONS

Students will generally miss 30 minutes of scheduled class each week to attend music lessons. Times rotate to try to avoid the students missing the same class.

### INSTRUMENTS ON OFFER

Tuition is offered on a wide range of instruments. These include:

<b>Piano:</b>	Individual Tuition
<b>Woodwind:</b>	Flute, Clarinet, Alto, Tenor & Baritone Saxophone
<b>Voice:</b>	Individual Tuition
<b>Guitar:</b>	Bass, Acoustic & Electric
<b>Percussion:</b>	Drum Kit and Orchestral Percussion Instruments, Individual tuition
<b>Brass:</b>	Trumpet, Trombone, French Horn, Euphonium & Tuba

### INSTRUMENTS

- Should families wish to hire or buy an instrument, the College recommends Musicorp, Melbourne. See <http://www.musicorp.com.au> for further details or email [vic@musicorp.com.au](mailto:vic@musicorp.com.au) or telephone 1300 858 911 or 8847 7000.
- The College also has a small range of Brass and Woodwind instruments available for loan through Ben Hester.

### TUITION FEES 2017

The fees for Tuition at Trinity College in 2017 will be:

- \$26.00 per individual student for a 30-minute lesson.
- \$17.00 per student where 2 students share a 30-minute lesson.
- \$12.00 per student where 3 students share a 30-minute lesson.

We invite you to contact Ben Hester on 5233 9200 or [bhester@tcc.vic.edu.au](mailto:bhester@tcc.vic.edu.au) should you have questions about the program.

Yours sincerely

  
Mr Ben Hester  
Instrumental Coordinator

  
Mr Tim O'Farrell  
Principal

**INSTRUMENTAL MUSIC PROGRAM GUIDELINES**

1. **Payment of fees:** Tutors will distribute invoices in the first or second lesson for each term. This invoice must be paid directly to the Tutor by the third lesson or lessons will be terminated.
2. **Avoiding clashes:** Students need to alert tutors of events that will clash with their lessons at least one week in advance. This includes College activities, tests and other activities that the student is involved in.
3. **Illness:** In the case of illness, unless the Tutor is contacted on the morning of the scheduled lesson before 9am, the student will still be charged for the lesson.
4. **Lesson refunds:** Lesson refunds or rescheduling will be arranged when a Tutor is absent in the form of a credit on the following term's account.
5. **Lesson termination:** Lessons can only be terminated at the end of a term and must be directed in writing to the Mr Ben Hester no later than the second last week of the term.
6. **Hiring of College Instruments:** When loaning a College instrument, it is expected that any damage done to the instrument will be paid for by the hiring family.
7. **Punctuality:** Students are expected to be punctual to all lessons and arrive with all required books and instruments as well as with the required amount of practice done for the week.
8. **Ensemble:** It is expected that all musicians will be involved in a College Ensemble, if one is available, and will attend regular rehearsals.

**MUSIC TUITION ENROLMENT FORM**

*Please complete and return to Reception as soon as possible.*

<b>Student's Name</b>		<b>Homeroom</b>	
<b>Preferred instrument</b>	1.		
	2.		
	3.		
<b>Preferred lesson (please tick)</b> <i>*Please note: not every instrument is available in group lessons.</i>	<input type="checkbox"/> Individual lesson		
	<input type="checkbox"/> Group of 2		
	<input type="checkbox"/> Group of 3		
<b>TO BE SIGNED BY THE PARENT/GUARDIAN:</b> I have read the above conditions of membership and agree to these conditions.			
<b>Name of Parent/Guardian</b>		<b>Date</b>	
<b>Signature of Parent/Guardian</b>			
<b>Contact Telephone Number</b>			
<b>Contact email address</b>			
<b>TO BE COMPLETED BY THE STUDENT:</b> I agree to attend all scheduled lessons on time and be prepared. I understand that I need to inform my Tutor if I cannot attend a lesson. I also agree to take good care of my instrument as directed by my Tutor.			
<b>Student Signature</b>		<b>Date</b>	

**Date processed by Reception:** \_\_\_\_\_