



## INFORMATION FOR 2020 – *Please retain for your reference*

### Heidelberg Primary School Recorder Program

In 2020 instrumental recorder lessons will be offered during school hours with Fiona Walters. Fiona is an experienced primary school recorder tutor and co-author of the Rainbow Recorder Series. Fiona completed her Bachelor of Education in Music at The University of Melbourne in 1992. In 2004 she completed a Master of Education degree, looking into imagination and creativity in learning. Fiona is also a member of the Victorian Recorder Guild and has performed early music in concerts around Melbourne.

The recorder has been around for centuries and has had an extensive and diverse range of Medieval, Renaissance and Baroque music written for it; then the flute took the recorder's place in the orchestra and almost no recorder music was written for about a century. In the twentieth century there was a new interest in 'early music' which led to the recorder's revival and many styles of music are now recognised in its repertoire including: Classical Twentieth Century, Jazz, Rock and Australian Music.

The program aims to help parents/guardians provide their children (grades 1–6) with an opportunity to learn a musical instrument. Students learn from the Rainbow Recorder Series, which aims to take students through seven stages from absolute beginners to those ready to prepare for music examinations. Students are encouraged to develop a wide range of skills and knowledge including reading and playing music notation, recorder technique and music appreciation as well as successful habits of learning — through the study of music, students can be life-long learners, gaining self-confidence as they practise risk-taking and build resilience.

The tutor organises the timetable and invoices. Lessons for individuals, pairs or small groups run for between 20 and 30 minutes. The tutor is paid the Victorian Music Teachers' Association (VMTA) minimum recommended rates for **individual lessons** and **ensembles** but offers a specially discounted group rate for **small-group lessons**. All prices are based on a 'user-pays' principle, where the hourly rate is divided by the length of lesson and number of participants. Therefore the shorter the time and the larger the group, the cheaper the cost. All groupings are **only offered subject to the participation of enough students with compatible tuition needs**. It is expected that students commit to learning for the entire year. Lesson places will be allocated on a first come, first served basis, and timetabling will balance the needs of as many students as possible. Please use the attached form for annual re-enrolments of continuing students as well as new enrolment applications.

To enable planning, enrolment applications for continuing students are due by **Wednesday 20 November 2019**. Applications for new students are due by **Friday 29 November 2019**.





## LESSON COSTS & CONDITIONS FOR 2020 – PLEASE RETAIN FOR YOUR REFERENCE

Indicative prices quoted below assume a year of 4 terms, each comprising 10 weeks. **Actual costs** are decided by **the number of weeks per term** (longer terms will cost more; shorter terms will cost less). Prices are based on VMTA minimum recommended rates for individual lessons but on a specially discounted group rate for small-group lessons. All groupings are offered **subject to availability**. It is expected that students will commit to learning for the whole school year.

LESSON TYPE	INDICATIVE COST* PER TERM (10 WEEKS)	INDICATIVE COST* PER YEAR (40 WKS)
Individual 30-minute lesson	\$400	\$1,600
Individual 20-minute lesson	\$270	\$1,080
Paired 30-minute lesson	\$230	\$920
Paired 20-minute lesson	\$150	\$600
Three for 30 minutes	\$150	\$600
Three for 25 minutes	\$130	\$520
Four for 30 minutes	\$115	\$460

\*Please note: Prices above are based on 2020 VMTA minimum rates; paired/small-group lessons are offered at a specially discounted rate.

**Terms & conditions:** Below are some commonsense rules for everyone to follow so that the program's administration runs smoothly, leaving lots of time for the music making! Please retain this information for your reference.

- The recorder program is administratively separate from the school.
- While students are enrolled for the entire school year, payment is required only 'by the term'. Parents/guardians pay the tutor directly each term, in advance, that is, at the beginning of the term when the invoice is issued.
- A postal address is given on the invoice for those who wish to mail **cheque** or money order payments direct to Fiona Walters. Alternatively pay by direct deposit or have your child bring the payment to the lesson.
- If you wish to make alternative payment arrangements, such as paying by instalments, you should contact your child's tutor **before the due date**.
- If payment is not received by the due date, the tutor is entitled to suspend lessons — full fees remain payable for the rest of the year. Lessons will recommence as soon as payment is received.
- The tutor needs to know if your child cannot attend their lesson. Please contact the tutor directly. If you let the tutor know in advance they can adapt the timetable for the day, rather than spending time looking for your child.
  - GROUP LESSON reimbursements will not be offered – but if notice of absence is given, extra time will be given in prior/subsequent lessons.
  - INDIVIDUAL LESSON reimbursements will be in the form of a credit on the next term's bill or catch-up tuition. Parents/guardians must give the tutor at least 24 hours' notice of intended absence.
  - Reimbursements/catch-ups will also be given in the event of the tutor's absence or for public holidays or curriculum days which were not taken into account when invoices were issued.
- The tutor's email address and phone number are given on the invoice and lesson information handed to students each term so that parents/guardians can contact the tutor regarding illness/inability to attend lessons. (It is important not to expect the school to carry messages about students' absences.)
- The tutor and parent/guardian are advised to contact each other directly regarding any issues.
- The tutor will write the timetable to avoid playtime, lunchtime and specialist sessions wherever possible.
- **Please note – It is expected that, when enrolling, students will commit to learning recorder for the whole year.** It is not appropriate to stop lessons at short notice: it may prevent re-timetabling and change the cost of group lessons. As a minimum notice period, parents/guardians should let the tutor know *at least* two weeks before the end of a term if circumstances prevent your child from continuing with lessons for the following term.

**Please complete the following enrolment application and consent forms and return direct to Fiona Walters**  
MAIL: 47 Fyffe St, Thornbury, VIC 3071 / FAX: 9480 1747 / EMAIL: fionawalters@keypoint.com.au



## ENROLMENT APPLICATION FORM 2020 – *Please detach and return direct to Fiona Walters*

Please read the attached INFORMATION for 2020, including LESSON COSTS & CONDITIONS and fill in CONSENT FORM (OVERLEAF).

### Heidelberg Primary School Recorder Program

Tutor: Fiona Walters

Please complete one form per child

Child's name: \_\_\_\_\_ School Year in 2020: \_\_\_\_\_

Contact parent's name: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone number/s: Daytime \_\_\_\_\_ Evening \_\_\_\_\_

**Preferred lesson type** – please indicate the lesson type(s) you would like for your child, in order of preferences (1, 2 etc.) by numbering below:

LESSON TYPE	INDICATIVE COST PER YEAR (40 WEEKS APPROX.)	LESSON TYPE PREFERENCE NUMBER
Individual 30-minute lesson	\$1,600	
Individual 20-minute lesson	\$1,080	
Paired 30-minute lesson**	\$920	
Paired 20-minute lesson**	\$600	
Three for 30 minutes**	\$600	
Three for 25 minutes**	\$520	
Four for 30 minutes**	\$460	

\*\*NB Group lessons are offered **subject to availability** (i.e. **if there are enough students with compatible tuition needs**).

If a new student, please indicate what experience your child has had with music previously.

Any other special needs/requests in relation to your child's music lesson?

### IMPORTANT DATES

To enable planning, enrolment applications for continuing students are due by **Wednesday 20 November 2019**. Applications for new students are due by **Friday 29 November 2019**.

**Lessons will commence in the week beginning 3 February 2020.**

**PLEASE RETURN THIS FORM DIRECT TO FIONA WALTERS**

MAIL: 47 Fyffe St, Thornbury, VIC 3071 / FAX: 9480 1747 / EMAIL: fionawalters@keypoint.com.au



## Heidelberg Primary School

### Instrumental Music – Parent/Guardian Consent for Instrumental Music – RECORDER

#### ♫ INSTRUMENTAL MUSIC SELECTED TERMS AND CONDITIONS ♫

Please refer to **all** HPS recorder program **terms and conditions**, as shown in the **HPS Recorder Program** information for the current year, page 2, headed LESSON COSTS & CONDITIONS FOR [CURRENT YEAR] – this is the 2-sided A4 sheet accompanying this (2-sided) form. If you have any queries or concerns, please contact Fiona Walters.

- The recorder program is administratively separate from the school.
- The tutor and parent/guardian are advised to contact each other directly regarding any issues.
- The tutor will write the timetable to avoid playtime, lunchtime and specialist sessions wherever possible. (Please note: Contrary to the above, recorder *ensemble* rehearsals *will* be scheduled during lunchtimes.)
- **Please note** – It is expected that, when enrolling, students will commit to learning recorder for the whole year. It is not appropriate to stop lessons at short notice: it may prevent re-timetabling and change the cost of group lessons. As a minimum notice period, parents/guardians should let the tutor know *at least* two weeks before the end of a term if circumstances prevent your child from continuing with lessons for the following term.

To indicate your acceptance of **all** program terms and conditions and complete your child's enrolment application, please fill in this consent form and return it to your child's tutor, Fiona Walters. Your child **cannot commence or continue with lessons until this form, fully completed, is received**. Thank you.

#### ♫ PARENT/GUARDIAN ACCEPTANCE AND CONSENT ♫

Please insert the year<sup>(1)</sup>, names<sup>(2)</sup> and phone<sup>(3)</sup>, signature<sup>(4)</sup> and date of signing<sup>(5)</sup> in the spaces provided below. Thank you.

I \_\_\_\_\_, parent/guardian of \_\_\_\_\_

♫ accept **all** the terms and conditions of the HPS recorder program and  
 ♫ give permission for my child to attend instrumental music lessons with FIONA WALTERS who has a current and valid Working With Children Check.

I understand these lessons will occur in one of the following locations\*:

Film Room in the 'Top School'

Integration Room in the BER

either individually or in a small group, and agree to the terms and conditions listed above.

\***Please note:** The location of your child's lesson may alter from term to term. You will be advised of the lesson location **each term** in the '**Recorder: Lesson Information**' notice, which is handed direct to your child.

Student Details	Parent/Guardian Details
<p>1. Year: 20__</p> <p>2. Given Name _____</p> <p>2. Family Name _____</p>	<p>2. Full Name _____</p> <p>3. Contact phone _____</p> <p>4. Signed _____</p> <p>5. Date _____</p>

Please ensure you have completed **enrolment application form overleaf**.