



## **RJAS CONDITIONS FOR INDIVIDUAL MUSIC TUITION**

### **Fees**

- Fees are set by the individual Music Tutors and not the School. The RJAS current recommended tuition fee guide is \$35.00- \$40.00 per half-hour lesson. Please be aware the current individual tuition rate as determined by the Music Teachers' Association is \$94.00 per hour, exclusive of GST. Some tutors may charge a little above or below the amount recommended by the School.
- At the beginning of each term, students will be issued an account by the Music Tutor listing the number of lessons occurring in the term (excluding examination periods) and stating the total amount due.
- Tuition fees are payable for the entire term within two weeks of receiving an account from the Tutor. It is recommended payment be made directly with tutors issuing bank details in order to avoid students handling cash payments.
- Students with unpaid fees may not be given further lessons, until payment of the full term has been received, with missed lessons being forfeited.

### **Individual Music Tuition Program**

- Instrumental lessons are allocated during School hours 8.00am to 3.30pm.
- Enrolment is for the calendar year or the remainder thereof.
- Students will receive lessons on a weekly basis according to the length of each term (excluding examination periods).
- Lessons are thirty minutes in duration and are timetabled during class time. Every effort is made to find the most suitable time for each student. Some variation may occur to lesson length due to the learning stage of the students and fees will be adjusted accordingly.

### **Scheduling of Lessons**

- Lessons are scheduled on school days.
- Each term lessons are timetabled on a set day at a set time based on the week A and B timetable. It must be understood that once a student is allocated a lesson time, this is a fixed weekly commitment for the duration of the term.
- Each term, lesson times may be rescheduled in consultation between the tutor and the parents. Tutors are asked to notify the Administration Assistant Mrs Renee Smart, of all changes in teaching schedules at [performingarts@rjas.nsw.edu.au](mailto:performingarts@rjas.nsw.edu.au)

### Confirmation of Lessons

- Initial notification of the lesson time will be confirmed by email, after receipt of the completion of the online application.
- To facilitate direct communication between tutors and parents, at the time of receiving application for lessons, the student information will be forwarded to the Music Tutor.

### Lesson Attendance

- Students from Kindergarten to Year 4 will be collected by their Tutor from their classrooms. Students in Years 5 and 6 will be initially collected from class, but are encouraged to attend lessons independently without being collected from class, once the lesson routine has been established.
- Years 7 to 12 students are expected to attend their lesson at the scheduled time. Music Tutors are not expected to look for students who do not attend lessons. If students do not attend their lesson for any reason, the lesson fee will be forfeited.

### Notification of Absence

- Students or their parents must notify the Music Tutor directly and advise of non-attendance at least **24 hours in advance** if they are unable to attend lessons for any reason, be it a School excursion, in class test or illness. Parents and students are required to liaise directly and be in contact with the Music Tutor to make alternative lesson arrangements. All lessons missed without adequate notification will incur the usual charge.
- In incidences of student illness, notification as soon as possible must be made directly to the Music Tutor by the parent.
- When lessons coincide with a School activity, for example sports days, camps, class excursions or tests, it is the responsibility of the parent and/or student to contact the Music Tutor prior to the lesson time and arrange a suitable alternative lesson. Failure to do so will result in the lesson being forfeited and will incur the usual charge.
- In the event of the Music Tutor not being available, missed lessons will be rescheduled. If this is not possible no charge will be incurred.

### Discontinuation of Lessons

- Written notice of discontinuation of tuition must be formalised and received in writing **four weeks prior** to the intended termination date and is to be addressed to the *Director of Performing Arts*. In the event of notice not being given, fees are payable until lessons are formally cancelled.
- To achieve success and satisfaction when learning a musical instrument, students and their parents need to persevere through periods of frustration and decreased interest. If you have concerns with your child's progress or level of interest, please contact and discuss with your child's Tutor.

### **Practice**

- For progress to take place, no matter which instrument is being played or the age of the student, **regular practice** is the key to success. There are many ways in which you can assist your child achieve their goals. Please discuss the individual requirements and suitable strategies with your child's Music Tutor.
- It is essential that each student practises his or her instrument regularly. For beginners this should be approximately 20 minutes per day, five days a week. This amount of time will increase as the student progresses. Music Tutors will advise each student as to the amount of time required to practise each day.

### **Examinations and Performance Opportunities**

- Students are strongly encouraged to undertake performance and theory examinations whilst receiving individual Music tuition.
- All students receiving individual Music tuition are encouraged to participate in Music Co-curricular opportunities.

Please contact the Director of Performing Arts, Mrs Inés Marrable, for any further details or information which you may require relating to your child's lessons, suitability to an instrument or for rental arrangements.