



Barrowby Church of England Primary School

Music Tuition Policy

1. Barrowby School seeks to offer a range of extra curricular opportunities for children to learn to play a musical instrument/s.
2. Teachers from the Lincolnshire Music Service and Music for Schools Foundation are encouraged to perform/give presentations to encourage uptake of instrumental tuition.
3. No charge is made for school music clubs:
 - Wind ensemble
 - Guitar
 - Recorder
 - Choir
4. Instrumental Tuition provided by the Music for Schools Foundation and any private tutors is billed directly to parents, and paid directly to them by parents.
5. Instrumental Tuition provided by Lincolnshire County Music Service is charged to the school. These charges are passed on to parents as outlined below:
 - 5.1 Parents are charged for the actual cost of lessons, calculated in terms of individual tuition time: Hourly rate divided by 60 (rate per minute) and multiplied by number of minutes per lesson, multiplied by the number of lessons that term to give the termly fee.

*Example: £25 per hour, 10 minute lesson for 10 weeks in a term:
0.42p (cost per minute) = 4.20 per lesson = £42.00 per term.*

Charges for children sharing lessons will be based on the same calculation, with the time of the lesson divided by the number of children:

Example: Two children sharing a 20 minute lesson will each be charged for 10 minutes per lesson.

- 5.2 In the event of a peripatetic teacher being unable to attend for a lesson or make up the time, the next term's fees are reduced accordingly. Children leaving the school or discontinuing tuition at the end of term are refunded for any outstanding lessons.
- 5.3 One month's notice, in writing to the school, is required for children to cease tuition at the end of that term. Fees remain payable if lessons are discontinued without the appropriate notice being given. However, the school endeavours to find a replacement child to begin tuition, and, if successful, the notice period is waived.
- 5.4 Permission is sought from parents if instrumental tutors recommend an increase in lesson time for their child.
- 5.5 Parents are made aware of impending price increases and given the opportunity to discontinue lessons in view of the higher charges.
- 5.6 Parents are made aware of the Fee Remission Scheme.

- 5.7 Fees are requested to be paid in advance at the beginning of each term. This reduces the chance of non-payment, especially if a child gives up lessons without the required notice period. Parents are advised that they should contact the school in confidence in case of difficulty in paying the term's fees in advance.
- 5.8 Reminder letters are sent if payment has not been received, and, where arrears are substantial or very long standing, tuition may be suspended until a timetable for settlement of the arrears has been agreed.
- 5.9 Any shortfall in parental payments is borne by the school.

6. Music Tuition Policy Review

This policy is reviewed by the Head teacher, staff and Governors in accordance with Barrowby School's Policy and Review Cycle for approval by the Full Governing Body, every 3 years.

Last reviewed: November 2023

Next review: November 2026