



**CARMEL SCHOOL**  
**Instrumental and Vocal Lessons**  
**Student Application Form**  
**Students K - 3**

**Applicant's Details**

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Year Group:** \_\_\_\_\_ **Please tick one:**       Male    Female

**Address:** \_\_\_\_\_

**Home Tel:** \_\_\_\_\_ **Mobile Number:** \_\_\_\_\_

**Parent/Guardian's Email:** \_\_\_\_\_

**Applicant's Choice of Instrument**

Please choose from the list of instruments shown below. *The employment of a teacher for any of the listed instruments below is dependent on the numbers of applications received.*

If the applicant would like to learn more than one instrument, please indicate by marking in order of preference e.g. 1, 2 etc.

- |                                    |                                      |  |                                      |
|------------------------------------|--------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Flute     | <input type="checkbox"/> Trumpet     | <input type="checkbox"/> Violin          | <input type="checkbox"/> Drum-Kit    |
| <input type="checkbox"/> Oboe      | <input type="checkbox"/> French horn | <input type="checkbox"/> Cello           | <input type="checkbox"/> Percussion  |
| <input type="checkbox"/> Clarinet  | <input type="checkbox"/> Trombone    | <input type="checkbox"/> Acoustic Guitar | <input type="checkbox"/> Piano       |
| <input type="checkbox"/> Saxophone | <input type="checkbox"/> Vocal       | <input type="checkbox"/> Electric Guitar | <input type="checkbox"/> Bass Guitar |

**Hiring an Instrument**

During the school year, a selection of school instruments is available for hire.

**Musical Instrument Hire: \$50 per Term**

Please indicate below by ticking the appropriate box:

- **My child will provide his/her own instrument**       YES       NO
- **My child would like to hire an instrument from the school**       YES       NO
- 

**Scheduling/Fees for Instrumental and Vocal Lessons**

In 2022 individual instrumental lessons for students in Kindergarten to Year 3 will run for 20 minutes, cost \$24 per lesson, with a lesson every week. This will be billed at the start of each term.

**Fees**

Fees for all instrumental/vocal lessons, will be invoiced at the commencement of each term, or on the commencement of lessons if commencing mid-term.

Fees are **\$24 for a 20-minute lesson.**

I give approval for lessons to be charged to my card below for the 2022 School Year. Lessons to be charged during the first week of each Term.

**Payment by Credit Card**

Card Holders Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

Any lessons not received due to Student non-attendance will not be refunded/made up.

Any lessons not received due to Tutors non-attendance will be made up over the year or refunded at the end of the year.



## Carmel School Instrumental/Vocal Lessons – Terms and Conditions

Please read the following **Terms and Conditions** before signing the **Contract Agreement** on the next page.

To attract a high quality of instrumental and vocal teachers to Carmel School, it is important that fair and reasonable conditions exist for all concerned.

### ABSENCES AND THE RESCHEDULING OF LESSONS

- The student/parent must notify the instrumental/vocal teacher about any student absenteeism, at least 24 hours prior to the lesson. Parents are permitted to contact instrumental/vocal teachers regarding student absences via mobile phones.
- In the event of a school based activity or festival day, a make- up lesson will be scheduled, providing the instrumental teacher has been informed prior to the day of the lesson.
- **If the instrumental/vocal teacher is not notified about a student's absence on the same day as the lesson, a make-up lesson will be scheduled at the teachers' discretion.**
- The school may elect to reimburse a percentage of the instrumental/vocal lesson fees if a student misses a substantially large number of lessons due to a combination of school based activities, camps, excursions, tests, festival days, teacher illness and/or public holidays.

### STUDENT RESPONSIBILITIES

- Punctuality - students will be provided with a timetable from their instrumental/vocal teacher, and must arrive on time for each weekly lesson, unless being collected from class by the teacher.
- Students will be expected to bring to each lesson: all repertoire, music equipment and instrument accessories. School music stands will be provided for the lessons.
- A consistent practice schedule, for a minimum of 20 minutes per day, is recommended for all students receiving instrumental/vocal lessons. A successful practice schedule ensures successful student progress.
- All instrumental/vocal students are encouraged to perform in school music events.

### PARENT RESPONSIBILITIES

- Support - learning how to sing, or play a musical instrument is an incredibly rewarding pursuit, both academically and emotionally. Parents play a major role in supporting and encouraging their children's musical progress in an ongoing way - especially in the early years of learning.
- Communication - on occasions it is possible for music students to become discouraged and frustrated when learning new and challenging musical concepts. If this occurs, it is important that the student and/or parent approach the instrumental/vocal teacher (or Mr. Duthie) as early as possible, so that any areas of concern can be addressed.
- Commitment - despondent young musicians can often overcome the challenges of learning how to become a musician, if parents can continue to be supportive during the 'tough' times.



**WITHDRAWING FROM INSTRUMENTAL/VOCAL LESSONS**

A long-term commitment is recommended from all students when learning how to sing or play a musical instrument. Students will be expected to maintain their instrumental/vocal lessons throughout the entire school year in order to achieve both short and long term goals with their music education.

However, should the need arise where a student wishes to withdraw from an instrumental/vocal lesson, the following school procedure applies:

- Parents/guardians must notify Mr. Michael Duthie ([michael.duthie@carmel.wa.edu.au](mailto:michael.duthie@carmel.wa.edu.au)) **before the end of term** to avoid being charged for the following term.
- If the term has already commenced (previous term holidays inclusive); parents/guardians will provide **four weeks' notice** if a student is withdrawing from instrumental/vocal lessons. As payment is processed at the start of each term, parents will be charged for four lessons but receive a credit for the remaining lessons if applicable.
- If students do not intend to proceed, the parent/guardian will email Mr. Michael Duthie [michael.duthie@carmel.wa.edu.au](mailto:michael.duthie@carmel.wa.edu.au), to notify him of the change.
- Permission for a student to withdraw from his/her lesson will be formalised by Mr. Duthie Instrumental teachers cannot give permission for a student to withdraw from instrumental/vocal lessons.
- Consultation between Mr. Duthie, the instrumental/vocal teacher, the parent and the child will be encouraged before a student withdraws from the program

**SUMMARY**

The continued success of the Carmel Instrumental/Vocal Program relies upon the ongoing commitment from, and communication between - students, parents and the Carmel School Music Department.

The instrumental and vocal teachers at Carmel School work together as a team with Mr. Duthie in order to provide high standards of music education for your child. Communication and consultation between all parties will promote the successful future for of all of our music students.

Please contact your child's instrumental/vocal teachers and/or Mr. Duthie should you have any queries, which relate to your child's participation in the Music Program at Carmel School.

**THE AGREEMENT**

**I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THE CONTRACT AGREEMENT AS OUTLINED ABOVE.**

**I AGREE TO THE TERMS AND CONDITIONS OF THE CONTRACT AGREEMENT AS OUTLINED ABOVE.**

PARENT NAME: \_\_\_\_\_ PARENT SIGNATURE: \_\_\_\_\_

STUDENT NAME: \_\_\_\_\_ STUDENT SIGNATURE: \_\_\_\_\_

Date:                      /                      /