

Our Ref: 004 13

January 2014

MUSIC DEPARTMENT

Dear Parent/Carer

Your son has expressed a wish to begin/continue instrumental tuition in school. If you wish him to take advantage of this facility, please complete the **MUSIC TUITION APPLICATION** below and return to school immediately via your son.

Lessons are arranged by the individual teacher on a weekly basis and your son will be informed on which day his lesson will take place. The individual lessons last for twenty minutes and are charged at £84 per term (£7 per lesson). Fees must be paid before commencement of lessons i.e. £84 to be paid at the start of each term. This will be September 2013, January 2014 and April 2014

Please note that a full term's notice must be given, in writing, if your son wishes to discontinue his instrumental tuition.

Lessons must be paid for if your son does not attend but you will not be charged for a lesson cancelled due to staff absence. Could you please ensure that the appropriate fee is brought to school next week and given to either Mrs Lawrence or myself. Music tuition will commence for your son on receipt of the appropriate fee.

Please note that all lessons are individual lessons unless agreed in advance with myself.

Yours sincerely

Miss C Smith
Director of Music

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MUSIC TUITION APPLICATION

Name: _____ Form: _____

INSTRUMENT

INDIVIDUAL LESSONS- £84 per term.

I/we wish for the above named student to commence/continue Music tuition.

I enclose a cheque/cash for £84/£42 for the Spring term (January- April) and agree to the above conditions. Please make cheques payable to **St Margaret's Academy**

Signed: _____ (parent/carer) Date: _____