



# PRIMARY INSTRUMENTAL PROGRAM MUSIC TUITION

## 2021 TERMS AND CONDITIONS

Music Tuition lessons are charged annually in advance. A total of 8 lessons per term (32 lessons per annum) will be charged. To view available payment options, [click here](#). If the number of lessons received differs from the number charged in advance, any necessary adjustment will be made at the conclusion of each semester.

Where notification of student absence from scheduled lessons fails to meet the Primary Instrumental Program Music Tuition Terms and Conditions, fees for that lesson will apply.

### INSTRUMENTAL LESSON FEES

Individual 20-minute lessons \$21.25 (\$680 per annum for 32 lessons)

### ACCOMPANIMENT FEES

Accompanist per 15 minutes \$15.00

A College accompanist may be booked for auditions, rehearsals and external examinations by contacting the College Music Department.

### INSTRUMENT HIRE FEES AND CHARGES

Instrument hire charge for all instruments \$200 per annum (\$50 per term)  
(excluding piano, percussion instruments, bass and electric guitar)

Instrument hire is charged annually or part thereof.

### ISSUE AND RETURN OF INSTRUMENT

All hired instruments will be scanned electronically by Music Administration at Lumen Christi College before being issued and must be returned in Term 4 each year (date to be notified).

### DAMAGE OR LOSS

The instrument is supplied complete and in good working condition with required accessories. Maintenance due to normal wear and tear will be the responsibility of Lumen Christi College. Any repairs or maintenance required as a result of damage or negligence during the period of hire is the financial responsibility of the hirer. All such repairs and maintenance must be carried out through the Music Department at Lumen Christi College with the full cost thereof being charged to the parents. Any queries regarding instrument repairs or maintenance must be directed to the College's Music Administrator on 9394 9300 or email [lumenmusic@cewa.edu.au](mailto:lumenmusic@cewa.edu.au)

### INSURANCE

The instrument is not insured by Lumen Christi College against accidental damage or theft during the period of hire. It is the responsibility of the hirer to adequately insure the instrument against accidental damage or theft.

### ENSEMBLE PARTICIPATION

It is expected that students who take part in the Primary Instrumental Program will participate in an instrumental ensemble once a week after school. Notification of the day, time and location will be provided prior to the commencement of instrumental lessons.

### ENROLMENT

1. A student cannot commence Music Tuition without written notification from their parent/guardian on the appropriate Primary Instrumental Program Tuition Enrolment Form.
2. All Primary Instrumental Program lessons are subject to tutor availability, instrument availability and the number of students enrolled on an instrument.
3. Lumen Christi College aims to facilitate eight (8) lessons per term for all students enrolled in Primary Instrumental Program.
4. Contracts for Music Tuition are made between parent/guardians and the College, and not with individual music tutors.
5. Tutors are allocated by the Lumen Christi College Music Department. The College reserves the right to provide alternative music tutors where necessary.
6. Students are required to provide a minimum of eight (8) weeks' written notice, in accordance clauses 23-24.
7. Parents are required to re-enrol their child at the end of each year. Parents will be provided with an enrolment renewal invitation at the end of term 4, unless the student is in Year 6.
8. Students are required to bring their Music Record Book to all lessons. Parents must check and sign the book each week.



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### CHARGES

9. Music Tuition fee schedules are published annually by Lumen Christi College and can be viewed on the College website.
10. Lessons are charged at the beginning of each annually, based upon 8 lessons per term (32 annually) and may be paid in full or through an approved payment options as per the Primary Instrumental Program Music Agreement 2021.
11. Where a student fails to attend a lesson at the scheduled time and insufficient notice has been given (refer to clauses 19, 20, 21, and 22), that lesson will be charged.
12. Cancellation of or withdrawal from the instrumental lessons requires eight (8) weeks written notice. Any outstanding balance will remain due and payable until the expiration of the notice period. Until written notification is received by the Music Administrator, the student will remain enrolled and charged accordingly, regardless of whether the student attends the lessons.
13. The cost of accessories (i.e. replacement Music Record Book, reeds, strings, music books, sheet music and exams) will be purchased separately.
14. In the event 16 lessons are not administered by the end of Term 2 or Term 4, a credit will be arranged by the Accounts Department.

### TIMETABLE

15. Music Tutors enter student lesson times in the Music Record Book each week for the following week. Lesson times are also emailed to parents.
16. Music lessons for all students are timetabled during normal school hours with times rotating regularly.
17. Music Tutors will notify students and parents of any changes to scheduled lessons. Such changes should be confirmed by students and/or parents as appropriate.
18. Where appropriate notice is received or where a Music Tutor is absent, lessons will, wherever possible, be rescheduled. Lessons that cannot be rescheduled will not be charged. The College is not able to guarantee make-up lessons.

### ATTENDANCE

19. Where illness or other similarly unforeseen circumstances prevent a student from attending a lesson, Music Tutors must be notified directly by email before 7:30am on the day of the lesson. Emails must be copied (cc'd) to Music Administration ([lumenmusic@cewa.edu.au](mailto:lumenmusic@cewa.edu.au))
20. Music Tutors must be notified one full week in advance if a student cannot attend a lesson because of a school camp, sports carnival, excursion, incursion, assessment or any other foreseeable circumstance.
21. All teachers are aware that students must be allowed to attend scheduled music lessons. Assessments, incursions or excursions are scheduled with at least one week's notice to allow the effective timetabling of and attendance at instrumental lessons. Classroom teachers are expected to make alternative arrangements for assessments where insufficient notice has been given to students.
22. Music Tutors must be notified at least four full weeks in advance if students are taking holidays during term time.

### WITHDRAWAL

23. A student cannot withdraw from Music Tuition without written notification from their parent/guardian on the appropriate Primary Instrumental Program Cancellation of Lessons Form. Enrolments can only be cancelled with eight (8) weeks' notice. (refer Clause 5).
24. A student remains enrolled in Primary Instrumental Program Music Tuition until completion of notice period in accordance with clause 23.

### CONTACT

Music Administration  
[lumenmusic@cewa.edu.au](mailto:lumenmusic@cewa.edu.au) or 9394 9337

Music Tutors  
Firstname.Surname@cewa.edu.au