



Ashmole
Primary School



Instrumental Lessons – Parent Information & Terms and Conditions

Instrumental lessons at Ashmole Primary School are delivered by **Visiting Music Teachers (VMTs)** who are independent specialist teachers. VMTs are **not employed by Ashmole Primary School** but work in partnership with the school to provide high-quality instrumental tuition.

The programme is coordinated in-house by the **Music Manager, Ms Beacon**.

By applying for instrumental lessons, parents/carers agree to the following terms and conditions.

Lesson Information

- Lessons are organised **termly** and consist of **10 lessons per term**.
 - Lesson options:
 - **20-minute lesson:** £170.60 per term
 - **30-minute lesson:** £256.00 per term
 - Lessons take place **during the school day**.
 - Lesson times will **usually rotate each week** so pupils do not repeatedly miss the same class.
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Applications

- Parents/carers apply for lessons via a **Google Form**.
- The form is **emailed to parents during the half term preceding the start of lessons**.

- Places are allocated once the form is submitted and **payment has been received**.
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Payment

- Payment must be made **via ParentPay**.
 - The **payment deadline is stated on the application form**.
 - A place in lessons is **only confirmed once payment has been received**.
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Pupil Premium

- Pupils eligible for **Pupil Premium funding may have instrumental lessons funded by the school**.
 - Eligibility will be **checked by the school**.
 - Lessons can only be funded **if sufficient funds are available within the pupil's Pupil Premium allocation**.
 - If there are insufficient funds, parents/carers may be asked to **pay the remaining balance** if they wish lessons to continue.
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Practice and Communication

- Each pupil will receive a **practice notebook**.
 - Visiting Music Teachers will write **practice notes, advice and information** in the notebook after each lesson.
 - **Parents/carers should check the notebook weekly** to support their child's practice and progress.
 - **Parents/carers can write messages** to the VMT in this notebook.
 - **Parents/carers should email Ms Beacon (aka@ashmoleacademy.org) with any questions or queries**.
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Instruments

- Pupils **must provide their own instrument** for lessons and practice.
 - The **only exceptions are piano and drums**, which are provided in school.
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Missed Lessons and School Activities

Due to the **large number of pupils receiving instrumental tuition** and the **high number of school trips and off-site activities**, it is not possible for the Music Manager or Visiting Music Teachers to track every pupil's timetable.

- **Parents/carers must notify the school at least 48 hours in advance** if a pupil will miss a lesson due to a **school trip or other off-site activity** and the lesson needs to be rescheduled.
 - If advance notice is not provided, the lesson will be considered missed.
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Withdrawal from Lessons

- Lessons are **booked on a termly basis**.
 - If parents/carers wish their child to **stop lessons**, they simply **do not renew their place for the following term** when the next application form is sent out.
 - If a pupil **withdraws during the term, the full term's fee remains payable**.
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Cancellation by the School or Teacher

- In the unlikely event that lessons are **cancelled by the Visiting Music Teacher for an extended period**, arrangements will be made to **reschedule lessons or adjust fees where appropriate**.
- The school reserves the right to **withdraw a pupil from lessons if behaviour is repeatedly disruptive or lesson expectations are not met**.

March 2026
