



**KING EDWARD VI
CAMP HILL
SCHOOL FOR BOYS**

Educational excellence for our City

Instrumental and Vocal Tuition

Agreement (Terms and Conditions)

(Parent / Carer / Guardian)

The school offers extensive subsidised music tuition across a range of instruments. Lessons are taught (subject to availability) in the following instruments:

- Brass: Cornet, Euphonium, French horn, Trombone, Trumpet, Tuba
- Guitar and bass guitar
- Percussion
- Piano
- String: Cello, Double Bass, Viola, Violin
- Tabla
- Woodwind: Bassoon, Clarinet, Flute, Oboe, Saxophone
- Voice

The Terms and Conditions below form the basis of the Instrumental and Vocal Tuition Agreement. By making any payment towards tuition, the Parent/Guardian/Carer confirms they have read and accept these Terms and Conditions, and agrees to be bound by them.

A copy of this Agreement is available at <https://www.camphillboys.bham.sch.uk/page/?title=Instrumental+or+Vocal+Music+Tuition&pid=140> and will be provided on request.

The Parent/Guardian/Carer confirms they have authority to enter into this Agreement on behalf of the pupil.

1. Application

1.1 Lesson requests may be made at any time in the academic year by writing to the Head of Music (j.watters@chb.kevibham.org) or the Music Administrator (s.selvaganapathy@chb.kevibham.org).



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1.2 Applications for tuition in the 2026/27 academic year must be received by **Tuesday 30 June 2026**. Where no notice is given, pupils lessons will continue into the next academic year.

1.3 Where there is an oversubscription of applications at the start of the 2026/27 academic year, priority will be given to pupils who were in receipt of lessons the previous year providing they did not give notice to cease lessons or were notified of the termination of their lessons.

1.4 Following 1.3, priority will be given to pupils who will be studying GCSE or A level Music and whose tuition will be in a discipline (instrument or voice) that they are intending on using in their final recital (for A level) or solo and ensemble recording (for GCSE), provided they have submitted the application by the given deadline.

1.5 Following 1.4, priority will be given to pupils who have previous experience in playing the instrument that they are applying for and have submitted an application by the given deadline.

1.6 Following 1.5, lessons will be allocated to pupils who have prior musical experience on a different musical instrument and have submitted an application by the given deadline. Where pupils already play two or more instruments, applications for what will be a third instrument, would not fall into this category.

1.7 Where there is insufficient capacity to offer lessons, pupils will be placed on a waiting list.

2. Commencement of Lessons

2.1 Lessons usually commence at the start of each full term. Requests received throughout each term will usually start at the beginning of the next full term. In some instances, lessons may be started mid-term, subject to agreement.

3. Scheduling

3.1 The standard offer for lessons is 20 minutes.

3.2 GCSE and A level pupils receive 30-minute lessons.

3.3 Pupils receiving 30-minute lessons before the 2025/26 academic year will still be entitled to 30-minute lessons.

3.4 Outside of these criteria, 30-minute lessons are not offered.

3.5 A minimum of 30 lessons will be offered over the academic year.

3.6 Lessons are scheduled on a rotating basis so that pupils do not miss the same lesson repeatedly. Exceptions to this are only allowed in cases of significant pastoral need and will be considered on a case-by-case basis.

3.7 Sixth Form pupils' lessons will not take place in timetabled lessons.



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4. Fee

4.1 The standard annual fee for the 2025/26 academic is £375.00. This equates to £12.50 per lesson.

4.2 The annual fee for GCSE and A level pupils in the 2025/26 academic is £187.50. This equates to £6.25 per lesson.

4.3 The annual fee for legacy arrangements for 30-minute lessons is £487.50. This equates to £16.25 per lesson.

4.4 Pupils who qualify for Pupil Premium funding do not have to pay for lessons.

5. Attendance

5.1 Pupils are expected to attend every lesson.

5.2 Pupils must excuse themselves from their academic lessons and make up for any work missed.

5.3 If a lesson has to be missed for a good reason (e.g. school trip, examination etc.) then the teacher must be informed at least two school days in advance (e.g. for an absence on a Monday, notice should be given by the preceding Thursday).

5.4 Where lessons are missed with reasonable justification and with appropriate notice (as detailed in 5.3), lessons will be rescheduled subject to availability. Where rescheduling is not possible, a reduction of the equivalent fee will be applied to the next request for payment.

5.5 Where lessons are missed without reasonable justification or appropriate notice (as detailed in 5.3), they are unable to be rescheduled due to the Visiting Music Teacher's time remaining reserved.

5.6 Where lessons are missed through pupil illness, or with limited notice, they are unable to be rescheduled due to the Visiting Music Teacher's time remaining reserved.

5.7 Where a pupil misses six consecutive lessons without reasonable justification or appropriate notice (as detailed in 5.3), lessons will automatically be ceased following warnings being issued to the pupil, and notification given to the parents, guardians or carers.

6. Ensemble Participation

6.1 Participation in the school's ensembles and choirs is free of charge.

6.2 All pupils having lessons on an orchestral or band instrument (violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, saxophone, French horn, trumpet, trombone, tuba, baritone horn, euphonium, percussion) must participate in a large instrumental ensemble (String Orchestra, Intermediate Orchestra, Concert Orchestra, Training Wind Band, Intermediate Wind Band, Band, Jazz Band) once



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they have built some foundational ability on their instrument (to a maximum period of a year). This is considered an integral part of pupils' tuition on these instruments and is compulsory in receiving lessons as part of the programme we offer at CHB.

6.3 The department runs a number of concerts and events throughout the year. Pupils must attend concerts in which their ensemble is performing.

6.4 Where a pupil misses six consecutive rehearsals without reasonable justification or by giving notice in advance of the rehearsal, lessons will automatically be ceased following warnings being issued to the pupil, and notification given to the parents, guardians or carers.

7. Cessation of Lessons

7.1 A half term's notice is required to cancel lessons. This gives due warning to the teacher and ensures that the space can be used by another pupil.

7.2 Lessons can only be stopped at the end of each half term.

7.3 Parents, guardians or carers should write to the Head of Music (j.watters@chb.kevibham.org) before the final day of the preceding half term to cancel (e.g. to cancel lessons for the Summer Term onwards, notice needs to be given by Friday 27 March 2026).

7.4 The exception to this is cancelling lessons at the end of the academic year: in this instance, notice must be given by **Tuesday 30 June 2026**.

7.5 Where notice is given within the first five school days of a new term or half term, discretion may be applied. In this instance, lessons may be ended at the end of the current half term, subject to agreement by the Head of Music.

7.6 The school reserves the right to cancel the lessons of any pupil who does not adhere to the terms of this agreement.

7.7 The billing arrangement assumes a spread of lessons that sees pupils receiving a minimum of 10 lessons by the end of the Autumn Term and a minimum 20 lessons by the end of the Spring Term. Where pupils cease lessons and have received fewer lessons, they will be reimbursed accordingly (e.g. if a pupil receiving standard 20-minute lessons gives notice by the February half term but has only received 19 lessons by the time of cessation [the end of the Spring Term] they will be reimbursed for one lesson (£12.50).

8. Instrument Hire and Storage

8.1 We have a small stock of school instruments which can be hired subject to availability. We do not keep a stock of some instruments (e.g. cello, double bass, guitar, electric guitar, bass guitar, tabla, cornet and percussion).

8.2 School instruments may only be rented for a maximum of two years.



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8.3 In exceptional circumstances, the duration of the loan may be extended subject to agreement by the Head of Music.

8.4 The cost instrument hire is £30.00 per year.

8.5 Payment of this fee assumes acceptance of these terms and conditions.

8.6 We are unable to reimburse this fee where an instrument is returned mid-year.

8.7 The instrument must be clearly labelled with the pupil's name and form.

8.8 The instrument must be stored securely in the correct place (the Music store cupboard or PR2 for guitars).

8.9 If instruments are damaged by the pupil, the cost of the repair must be paid by the pupil's parent, guardian or carer.

8.10 Where instruments are faulty through reasonable wear and tear, the school will fund the cost of a repair.

8.11 Where instruments are lost, stolen or damaged, parents, guardians or carers will be charged an equivalent amount for replacement.

8.12 Where instruments have been lost or stolen in school but have not been labelled as detailed in 5.7 or stored as indicated in 5.8, parents, guardians or carers will be charged an equivalent amount for replacement.

8.13 Where pupils bring their own instruments to school, although the school does what it can to ensure instruments are kept safely, insurance must be obtained to guard against accidental damage or theft.

9. Additional Costs

9.1 Pupils, parents, guardians or carers will need to buy sheet music as required for their lessons.

9.2 Pupils, parents, guardians or carers will need to buy resources as required for their lessons (e.g. strings, reeds, cork grease).

9.3 A charge will be applied where parents, guardians or carers agree for pupils to be entered for music examinations.