



Luke Pickett

Music Teaching Services: A Guide for Parents 2021/22

provided by
Mr Luke Pickett BMus PGCE MISM



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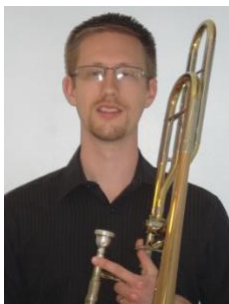
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Contents

Biography	3
Aims and objectives	4
Benefits of learning music	4
Benefits for your child	4
 Instrumental brass and recorder teaching	5
- Individual and small group	
- Large group	
Music Theory	5
 Assisted Instrument Purchase Scheme	6
Instrument Hire	7
Subsidy and remissions	8
Fees and payments for lessons	9
Lesson Arrangements	9
Contracts	9
Policies	10
Contact details	10
Booking	10
Endorsements	11
 Appendices	
Terms and Conditions	12
Teaching Dates	15
Booking Form	16

Biography



I am a peripatetic brass and recorder teacher and deliver First Access (whole class), group and individual instrumental tuition. As an Associate Provider for [Wiltshire Music Connect](#) Music Education Hub, I offer a diverse range of high quality musical learning opportunities for instrumental tuition and First Access, together with Curriculum Music teaching at Key Stage 1 and above. I am also a freelance brass player, specialising in trombone/euphonium. I work closely with [Wiltshire Music Connect](#) and [Learning Resources Hub](#), chairing the steering group for the Instrument Hire Scheme in Wiltshire, leading Continuous Professional Development (CPD) events for other Wiltshire teachers, and acting as a mentor for new Associate Providers. I also work as a supply teacher across all age ranges, and am a Senior Examiner, Team Leader, Moderator, Examination Paper Scrutineer, and Standards Verifier with a leading exam board, marking GCSE and A Level Music papers, as well as moderating GCSE and BTEC coursework. I was nominated for Outstanding Contribution to Music Education 2020, and for Music Education of the Year 2020 – Young People's Choice, in the Wiltshire Music Education Awards.

Working with children and young people is particularly important to me, as I believe music provides a valuable foundation to increase self-confidence, develop teamwork and social skills, and provides an environment for achieving higher self-esteem. As a peripatetic music teacher, I work both in schools and in the home environment. My classroom experience is varied and includes working with primary, secondary and special schools. This provides me with the ability to work with children across the behavioural and educational needs spectrum.

I am currently the Musical Director and conductor of [Westbury Choral](#) and [North Wiltshire Intermediate Wind Band](#) and the assistant conductor for [West Wiltshire Intermediate Wind Band](#), [West Wiltshire Junior Wind Band](#), and [Amesbury Town Band](#). I am also the principal trombonist here and play trombone for [Bratton Silver Band](#), as well as singing with [In Ecclesia](#). I perform at concerts and events throughout Wiltshire and the surrounding area, and regularly conduct and play for bands across the south west of England, including pit bands for amateur and professional shows.

Extra-curricular activities are very important to me; I am passionate about creating highly successful productions and performances for the enjoyment of those involved and the wider community.

Professional Qualifications

- BMus – Cardiff University
- PGCE & QTS (Secondary Music) – Bath Spa University
- ABRSM Grade 8 Trombone & Euphonium
- ABRSM Grade 5 Piano
- Trinity Guildhall/Open University KS2 Music CPD Programme

A list of Continuous Professional Development (CPD) activities, up-to-date Child Protection, DBS, and Public Liability Insurance certificates are available upon request.

Aims and objectives

My service will provide:

- Sustainable support and inclusive high quality music tuition for children and young people
 - From First Access through to advanced stages of instrumental and vocal tuition.
 - Working with schools and teachers supporting the curriculum as appropriate.
- Support for clubs, groups and ensembles, and opportunities to enable and inspire young people from all social backgrounds to experience high quality performances, which will progress their musical skills and interests.
- Continued contribution and development as a key specialist Associate Provider for [Wiltshire Music Connect](#).

Benefits of learning music

- Boosts attainment levels
- Improves learning skills
- Fosters team working
- Enhances social skills
- Underpins better behaviour
- Encourages creativity
- Provides an educational building block
- Promotes fun for everyone
- Provides a lifetime of enjoyment

Benefits for your child

- A developed and well tested educational approach
- Provision that compliments the curriculum and adds to your child's achievement
- Quality assurance through strong ties with a wide team of experienced specialists
- Pupil support, guidance & progression
- Strong links with out of school ensembles and choirs

Instrumental brass and recorder teaching

Many pupils will start to learn an instrument in Key Stage 2 after their First Access (whole class) experience, but it is never too late to learn and pupils from across all Key Stages can benefit. Pupils starting in Key Stage 3 or beyond can often make rapid progress. Tuition alongside First Access is also highly beneficial.

I offer:

- Weekly tuition (up to 33 sessions per year during school term times)
- A range of brass instruments, or descant recorder
 - Recorder suited to Years 3 & 4: pupils will progress onto brass instruments after one year
 - Upper brass suited to all Key Stage 2 pupils
 - Lower brass suited to Years 5 & 6
- Access to the instrument loan scheme for a small charge (subject to availability)
- Access to subsidies for disadvantaged pupils
- Individual, small and large group lessons
- Tuition within school premises
- Structured programmes of study from the earliest stages to the highest levels of performance
- All pupils are supported in preparing for Key Stage 4 and instrumental examinations as appropriate.
- Strong links with comprehensive, high quality out of school ensembles, bands, choirs and orchestras, from beginner to advanced level.

Individual and small group teaching

- One-to-one tuition (15+ minutes per week)
- Paired tuition (20+ minutes per week)
- Groups of 3-7 pupils (30 minutes per week)
- More one-to-one support and faster progress than in a large group

Large group teaching

- Many pupils prefer to learn in a large group – an ensemble. They enjoy the social aspect of learning together and they support each other in their learning.
- Large groups (8 individuals or more) are particularly suited to pupils continuing after their First Access (whole class) experience.
- Larger groups share the cost; making it more affordable for families. Lessons last for 30 minutes per week.

Pupils receiving instrumental lessons at school are eligible to purchase an instrument through the Assisted Instrument Purchase Scheme. This scheme allows families to purchase an instrument free of VAT and at a substantial discount (see next page).

Music Theory

Theory is vitally important for anyone wishing to progress beyond learning a few notes. Whilst this is generally taught alongside instrumental tuition, it is often necessary to focus on key aspects of music theory, especially for progression into the advanced stages beyond Grade 5.

I offer:

- Teaching of the skills necessary to approach music theory from beginner to advanced
- Preparation for, and entry to, theory examinations
- Ad-hoc tuition based on the needs of the pupil i.e. this does not need to be a year-long programme

Assisted Instrument Purchase Scheme

Pupils receiving instrumental lessons at school can purchase new musical instruments through the Assisted Instrument Purchase Scheme at a discount including full VAT reclamation.

In all cases the following criteria must be fulfilled:

- The pupil must be in full-time education
- The pupil must be receiving tuition from a visiting instrumental teacher
- The instrument must be appropriate to the pupil's needs – e.g. a beginner may not purchase a Stradivarius violin!
- The instrument must be handed over from the school to the pupil in a teaching room
- The instrument must be charged to the pupil at or below cost

Through this scheme it is possible to buy an instrument as an outright purchase from any local or national retailer. While considering your options it is recommended that you take into account the quality of the instrument and the quality of service (including the quality and convenience of after-sales service), as well as the price. In all cases the first step is to talk to Luke Pickett about the prospective purchase to identify the most appropriate instrument for the child.

To obtain the instrument from your chosen supplier the order must be placed by the school. For brass instruments Luke Pickett often uses [John Packer Ltd.](#), a well-respected instrument supplier in the south west. You will need to contact the supplier to get a quote, which should exclude VAT, but include delivery. The school will need to know the following information:

- Instrument type
- Instrument make
- Instrument model

It is recommended that pupils visit the supplier prior to purchase to try out different instruments, as each make of instrument differs slightly; however the purchase still needs to be made through the school: it will not be able to take the instrument away from the supplier at this stage.

N.B. This must be organised through the school, in conjunction with Luke Pickett. It will not be administrated through Wiltshire Music Connect.

Instrument Hire

Pupils and schools learning with an Associate Provider can access the county's pool of instruments at subsidised rates through [Wiltshire Music Connect](#). The charges consider sensitivities and the needs of pupils.

Note that Wiltshire Music Connect will not offer administration of the Assisted Instrument Purchase Scheme; however this is still available through schools (see previous page).

Instrument	Annual Hire Charge	Estimated cost of purchasing a beginner instrument (inc. VAT)	Equivalent Weekly Charge
Trumpet	£52.50	£258+	£1.01
pTrumpet	£52.50	£111+	£1.01
Cornet	£52.50	£206+	£1.01
French Horn	£52.50	£822+	£1.01
Trombone	£52.50	£258+	£1.01
Baritone	£52.50	£566+	£1.01
Euphonium	£52.50	£463+	£1.01
Tuba	£52.50	£925+	£1.01
Descant Recorder	N/A	£5+	Provide own instrument

Pupils already entitled to subsidy for tuition fees can claim further reduction on instrument hire:

- **100% reduction** for pupils eligible for **Pupil Premium** and/or **Free School Meals**
- **100% reduction** for pupils with **Special Education Needs** and/or a **Disability**.
- **100% reduction in fees for pupils who are Looked After/In Care (LAC)** – this is through a partnership with Wiltshire Virtual School.
- **50% reduction for pupils who schools classify as vulnerable for other reasons** and who are **unlikely to be able to take up (or continue) lessons** as a result of economic or social circumstances. This is at your school's discretion.

Please indicate the type of remission you receive on the booking form and Luke Pickett will work with your child's school and Wiltshire Music Connect to identify the level of reduction available to you.

If you wish to hire an instrument please indicate this on the [booking form](#). Luke Pickett will then order the instrument hire on your behalf. You will receive confirmation from Learning Resources Hub together with instructions for payment and agreement to the Terms and Conditions. Payment will consist of a single lump sum with no reductions or refunds for pupils commencing or ceasing lessons mid-year. The instrument will be delivered to the child's school at the start of the next term (September, January or April). Full details about the scheme are available [here](#).

Subsidy and remissions

Schools booking an Associate Provider at a rate between £28.93 - £39.64 per hour can:

- Access instruments at reduced rates for their pupils (subject to availability)
- Claim subsidy from [Wiltshire Music Connect](#) for some categories of pupil for 15 minute individual, 20 minute paired, or 30 minute paired lessons:
 - **100% reduction in fees** for pupils who are **Looked After/In Care (LAC)** – this is through a partnership with Wiltshire Virtual School.
 - **70% reduction** for pupils eligible for **Pupil Premium** and/or **Free School Meals**.
 - **70% reduction** for pupils with **Special Educational Needs** and/or a **Disability**.
 - **40% reduction** for pupils who schools classify as **vulnerable for other reasons** and who are **unlikely to take up (or continue) lessons as a result of economic or social circumstances**. This is at the school's discretion.
 - Note that there is no option for a 15 minute individual lesson on the booking form. If you are entitled to subsidy please select a 20 or 30 minute paired lesson option. If a suitable pairing cannot be found you will be allocated a 15 minute individual lesson.
 - The amounts of remission are set in blocks and do not vary if other music teachers are charging different rates
 - Further remission will be considered on a case by case basis for pupils in the above categories who really need a longer lesson.
 - The majority of pupils in the county (and who don't need financial support) are therefore paying the real cost of their tuition and that cost is no longer vulnerable to cuts in public funding. The real cost is £37.00 per hour.
 - Pupils in receipt of remission will be getting their provision at a level which is set to be sustainable over a period of time.
 - Subsidy must be claimed in advance through [Wiltshire Music Connect](#), in conjunction with the provider. I will liaise with schools to assist with this. It is not possible to claim subsidy for lessons provided out of school.

Fees and payments for lessons

For academic year September 2021 - July 2022

Service	Charges per hour (or part thereof)
Individual and small group instrumental teaching*	£37.00
Large group instrumental teaching (8 pupils or more)	£42.00
Music Theory	£37.00
Instrument hire (brass only)*	See Instrument Hire

* [Subsidy](#) is available from [Wiltshire Music Connect](#) for pupils entitled to remissions. Please state on the booking form if your child is in receipt of remissions. See the '[Subsidy](#)' section for further details.

Subsidy and instrument hire must be booked through [Wiltshire Music Connect](#). I will liaise with you and your child's school to allocate the necessary discount.

If your child's school is more than 15 miles from Trowbridge, I reserve the right to add an additional charge for any whole school order less than two hours.

Should you need to change your provision during the year this can be arranged, providing at least 4 calendar weeks' notice is given. Full [terms and conditions](#) can be found in the Appendices.

Payment will most likely be made directly to me, although some schools retain control over this: please check the arrangements with me.

Invoices will be raised termly in advance, based on a three-term year. Please ensure I have your current email address to ensure timely delivery of invoices. If payment has not been received by the deadline stated on the invoice I reserve the right to cease delivery of the service until payment is received. Payment can be via cheque, made payable to 'Mr Luke Pickett', via Paypal, or preferably via BACS transfer to the account listed on the terms and conditions of your contract with me, which will be issued after booking.

Please see the Appendices for full [terms and conditions](#) regarding payment.

Lesson Arrangements

Paired and group lessons will be arranged by ability to ensure good progress is achieved by all. It will not always be possible, or beneficial, to match pupils in friendship groups. Groups may be re-arranged during the course of the year to suit the current level of each pupil. Lessons will usually be at the same time each week, although are sometimes rotated to ensure pupils do not always miss the same school lessons. Lessons will always be on the same day each week unless prior notice is given.

Contracts

If parents are to pay me directly, contracts will be issued to parents at the time of booking. It is expected that signed contracts and the first payment will be returned to me prior to teaching commencing. In the event that contracts are not returned by the stated deadline I reserve the right to refuse delivery of the service until a signed contract has been returned.

Policies

I have policies covering the following areas:

- Able, Gifted and Talented
- Anti-bullying
- Attendance
- Behaviour
- Charging and Remissions
- Code of Conduct
- Communication
- Complaints
- Data Protection
- Emergency Closure
- Equality
- Examinations
- Health & Safety
- Safeguarding and Child Protection
- Special Educational Needs and Disabilities
- Teaching and Learning

These are available on request.

Booking

To book lessons please complete the online [booking form](#), or return a [hard copy](#) to me via the school office, with a £30.00 deposit (cash or cheque made payable to Mr L Pickett), no later than **Monday 7th June**. Deposits will be deducted from your first invoice and will be returned in the event I am unable to allocate lessons for your child. Deposits will not be returned if you decide you no longer wish to proceed with lessons after having submitted a booking form. If you have any questions prior to booking please [contact](#) me.

Subsidy and instrument hire must be booked through [Wiltshire Music Connect](#). If you need to hire an instrument, or are in receipt of remissions, please note this on the booking form. I will liaise with you and your child's school to organise the correct paperwork and allocate the necessary discount.

Contacts

Luke Pickett

Email:

luke@lukepickettmusic.co.uk

Web:

lukepickettmusic.co.uk



lukepickettmusic.teaching

lpickettmusic

Wiltshire Music Connect, Music Education Hub

wiltshiremusicconnect.org.uk

Clubs and Groups

Wiltshire Young Musicians

wiltshireyoungmusicians.org.uk

West of England Youth Orchestra

wiltshiremusic.org.uk

Wiltshire Youth Jazz Orchestra

wiltshiremusic.org.uk

Trowbridge & District Youth Band

tdyb.org.uk

Amesbury Town Band

amesburyband.club

Bratton Silver Band

brattonsilverband.com

Westbury Choral

westburychoral.org.uk

Endorsements

"I've shared the link for this week's video. I've already had one child send me a video of them practicing singing and their recorder. They looked so happy! I just wanted to say a huge thank you for making those videos."

[School Music Coordinator, February 2021]

"I watched the recording of your CPD session on video making. I think it was fabulous. You pitched it perfectly for the audience and your delivery style is super clear and logical."

[Participant, June 2020]

"Thanks for everything you're doing with us at the moment – your dedication does not go unnoticed. We're all so grateful that we get to work with you!"

[Manager, Music Organisation, June 2020]

"Luke you have been an absolute star and a major factor in the girls' enjoyment of music. Thank you."

[Parent, May 2020]

"A huge thank you for all you have done for [...]. The gift of learning to play an instrument and the joy I know they get from the wind band rehearsals and concerts will stay with them as they move through their lives. You have actively encouraged them to step out of their comfort zone and play in public (something I was never able to do). That confidence will also stay with them for the rest of their lives – it's no small thing and a major contributor to raising strong confident girls who will go on and be successful in all they choose to do. Our enormous gratitude."

[Parent, May 2020]

"I have known Luke since 2011 when he took up the position of Conductor of Westbury Choral Society, of which I was then Chairman and have been Secretary since 2012. His energy and drive, even after a day's teaching, are commendable, and his commitment to the Choral Society is shown in many ways. He is always well-prepared for rehearsals, puts a lot of thought into choosing music for our concerts, and has set up a website for us. He has even organised an online meeting for us since coronavirus put a stop to rehearsals for our spring concert, so that we could keep in touch. He has formed good relations with our members, knowing all by name, and is well-liked by all."

[Secretary, Westbury Choral, March 2020]

"You are a true team player: at every stage in the examining process you generously give of your time to support others. You have been the "go-to" man for all advice on IT and ePEN. Thank you for spending hours ahead of the marking season watching ePEN tutorials and getting to grips with ePEN functionality. We have all benefitted. Thank you. It was unfortunate that you were allocated many new markers this year; however, you looked after them and supported them with great care and I know that they very much appreciated your professional approach. You are excellent at keeping me up to date with the progress of your team. Your own marking was exemplary: you worked very carefully through your allocation and maintained excellent accuracy even when marking trickier items (adjacency agreement: 100% in both Validity and Backreading). You are very loyal. We are incredibly fortunate to have you on board."

[Principal Examiner, July 2019]

"Thank you so much for all your hard work this year as a team leader. I greatly appreciated your well-considered suggestions for additional points to the mark scheme prior to Pre-Standardisation in addition to collating points from examiners in your team. Your input and contributions during the three days of Pre-Standardisation meetings were valued. You selected appropriate validity items and responded to those in a short timescale. I very much appreciate the support and encouragement that you gave to your examiners with a particularly large and demanding Online Standardisation experience and a new marking system which brought significant challenges to the examining this year. You bring a lot of experience as an examiner and you worked with superb efficiency and accuracy. It was a pleasure to backread your marking which was accurate and showed clear and helpful annotations. You communicated extremely well with me throughout the marking session, keeping me well informed about the progress of the examiners in your team with useful regular updates. You carried out your duties as team leader conscientiously with careful

monitoring, feedback and on-going support for your examiners. You took on extra marking in ePEN which was greatly appreciated in order to help reach the final deadline. You wrote informative E13 reports to your examiners and you provided me with an extremely useful U4 report at the end of the marking session I look forward to working with you again..." [Principal Examiner, July 2019]

"I have had three new parents speak to me about how much their children are enjoying your [whole class brass] lessons and how unique an opportunity this is. Hearing the children's progress throughout the term has been lovely. Thank you." [Headteacher, October 2018]

"Just to say that my daughter is thrilled with her trumpet and thoroughly enjoyed her first lesson. She is busy practising as I write and your lesson notes are extremely helpful. Thank you for organising everything and getting her off to a great start." [Parent, September 2018]

"I suspect that you rarely sleep, as you are always several steps ahead of me! Your meticulous and effective approach to every TL task is quite simply staggering. I have very much appreciated your regular contact: at every stage of the game, you have kept me informed of the progress of your team. I feel very privileged to have had you working on this unit. I know that there were aspects of the Face-to-Face Standardisation that made you a little anxious. However, the proof is in the pudding: your team were excellent and clearly respected your guidance. Your own marking is super. You spend a significant amount of time marking each item and your careful use of highlighting tools and dialogue boxes makes it easy to ascertain where, and why, you have awarded marks. Your Validity statistics, even on the trickier items, are strong. I have really enjoyed working with you this year. I very much hope that you will want to be a TL again for this unit in future years." [Principal Examiner, July 2018]

"I would like to wish you the very best for the future. This also seems an opportune moment to congratulate you on your excellent communication, it is far above the standard I experience elsewhere or expect. Well done!" [Parent, May 2017]

"Luke, I can't thank you enough for being a great music teacher here at Walwayne. You are certainly instilling a love of music which is making our children flourish and blossom. The children absolutely love brass during Sparkletime. Thank you for all your contributions over the past couple of years." [Headteacher, Dec 2016]

"My son had such a fantastic day yesterday with North Wiltshire Intermediate Wind Band. It was the first time he had been involved in such an event and it certainly motivated and inspired him. He was so proud to be involved. As audience members it was a great event and we enjoyed all the performances. I would like to thank you for all the hard work you obviously put in and let you know we truly appreciate it. Your obvious dedication, teamwork and enthusiasm for music is teaching our children so much more than just how to play an instrument. It's something really special and I am so happy my son has become a part of it." [Parent, Wiltshire Young Musicians]

"Many thanks for your enthusiastic lessons. It's so good to see my son enjoying something. In fact, he is keen to own his own cornet!" [Parent, April 2016]

"My daughter came home yesterday expressing how overjoyed she was with her lesson with you and that you were funny, she was a little scared to give it a go but really wanted to do it, so just to say thank you, you obviously made her feel at ease." [Parent, September 2015]

"It was a pleasure to work with you as always [...] I enjoyed the concert very much; you compiled a super programme. The choir goes from strength to strength under your guidance and several members commented about how you have given them confidence." [Soloist, Westbury Choral, April 2015]

"Thank you for your inspirational sense of calm organisation and your wonderful playing! You gave up a lot of your time to help us at the Junior Wind Day and I fully appreciate it." [Junior Wind Day Organiser, March 2015]

Appendices

General Terms and Conditions for the supply of music tuition to pupils (or their parent or guardian if under 18)

1. Lessons

The Teacher will give tuition during school terms (term dates will be specified by the Teacher in accordance with Condition 3). The Teacher will give the lessons at the time and location specified overleaf and the Teacher will reserve this time slot for the Pupil. The Teacher reserves the right to change the time of the lesson from that specified overleaf. In exceptional circumstances the Teacher reserves the right to give lessons in alternative locations and timeslots, including online.

2. Payment of fees

The Pupil (or the Pupil's parent or guardian) will pay the fees for each school term (three term year) in full on or before the first lesson of the school term. Payment will be made either via cheque, made payable to 'Mr Luke Pickett', or preferably via BACS transfer to the account listed on the terms and conditions of your contract.

Fees are subject to an annual increase. In the event of another pupil ceasing lessons in a paired or group situation it is possible that costs will rise in the next school term. The Pupil (or the Pupil's parents or guardian) will be notified of any change in fee. If the Pupil (or the Pupil's parent or guardian) then wishes to amend or withdraw their agreement they may do so by giving four calendar weeks' notice in writing without penalty.

3. Lesson timetable

Before the first lesson of each term, the Teacher will give the Pupil (or the Pupil's parent or carer) written confirmation of the dates and times of all lessons during that term. The Teacher reserves the right to change the time of the lesson.

4. Missed lessons

The Teacher will charge for any scheduled lessons which the Pupil does not attend, unless the Teacher chooses not to do so because of exceptional circumstances. If the Teacher cancels a scheduled lesson, the Pupil (or the Pupil's parent or carer) may choose between (i) carrying the lesson forward, if available; (ii) receiving a replacement lesson, if available; or (iii) receiving a refund of the lesson fee.

5. Examinations, competitions and public performances

The Pupil will not be entered for any examination, competition or public performance without the prior consent of both the Teacher and the Pupil (or the Pupil's parent or carer, where appropriate).

6. Termination of tuition

- (a) This Agreement may be ended by mutual consent at any time by both signatories to it signing and dating a written statement to that effect.
- (b) Where fees are not paid on time, the Teacher reserves the right, entirely at the Teacher's discretion, to terminate this Agreement with immediate effect by giving written notice of termination to the Pupil or Pupil's parent or carer. This right to terminate is without prejudice to any other rights the Teacher may have.
- (c) Either signatory to this Agreement may terminate the Agreement by giving notice in writing to the other signatory at least four calendar weeks before the end of a school term (three term year) for the termination to take effect at the end of that term. Such termination will take effect at the end of a term only (three term year) and not at any other time. If the Teacher gives notice to terminate tuition at the end of a term in accordance with this Condition the Teacher will continue to provide lessons until the end of that term.

7. Failure to give notice

Unless terminated under Condition 6 above, this Agreement shall continue from term to term (and therefore year to year). If the Pupil (or the Pupil's parent or carer) fails to give full notice to terminate this Agreement in accordance with Condition 6(c) above and the signatories have not agreed to terminate the Agreement in accordance with Condition 6(a) above, the following charges will be made in lieu of notice:

- (a) Where the notice given is less than that required under Condition 6(c), but is four calendar weeks or more before the start of the next school term (three term year): 50% of the fees for the next school term (three term year);
- (b) Where the notice given is less than four calendar weeks before the start of the next school term (three term year): 100% of the fees for the next school term (three term year).

If the Pupil stops attending lessons during a term, the Pupil (or the Pupil's parent or carer) is not entitled to a refund of any fees paid for that school term (three term year). The Pupil is entitled to attend any lessons paid for.

If the Teacher stops lessons without giving the correct notice specified in Condition 6(c) above the Teacher shall refund any fees already paid for any lessons not given.

8. Force Majeure

The Teacher shall not be liable to the Pupil (or Pupil's parent or carer) for any delay in or non-performance of its obligations under this Agreement arising from any cause beyond its control including, without limitation, any of the following: Act of God, governmental act, war, fire, flood, explosion, widespread outbreak of disease or declared epidemic or pandemic, civil commotion, chemical, biological or nuclear contamination or terrorist act. The Teacher will charge for any scheduled lessons which the Pupil does not attend, unless the Teacher chooses not to do so because of exceptional circumstances. The Teacher will endeavour to either make up missed sessions or offer alternative provision but is under no obligation to do so

9. Conduct

If the Teacher, using his reasonable discretion, feels unable to continue tuition on account of conduct by the Pupil or anyone connected with the Pupil, the fees for any outstanding lessons will not be refundable.

10. Changes

- (a) Any changes to the terms of this Agreement must be confirmed in writing and signed and dated by both the Teacher and the Pupil (or the Pupil's parent or carer).
- (b) If the Teacher chooses to waive any right or remedy under this Agreement or otherwise (for example, if the Teacher chooses to waive fees for any lessons which the Pupil (or any other pupil) does not attend) this shall not mean that he must do so in future or that he waives any other rights or remedies, unless agreed in writing in accordance with Condition 9(a) above.

11. Communication between the parties

For the purposes of this Agreement written notice must be given on paper or by email.

12. Governing law and jurisdiction

This Agreement shall be subject to the laws of the jurisdiction of the location for the lessons (specified above) and the signatories to this Agreement agree that any dispute relating to the subject matter of this Agreement shall be subject to the exclusive jurisdiction of the courts of that jurisdiction.

Addendum to Agreement for Private Music Tuition: Online teaching

This Addendum is hereby and herewith incorporated into the Agreement for Private Music Tuition between Luke Pickett (The Teacher) and the Pupil (or Pupil's Parent/Carer if under 18) and will come into force in the event lessons take place online.

1. Location of lessons

The Teacher shall give lessons to the Pupil in accordance with the Agreement. If the Teacher and the Pupil cannot meet in person at any physical location in the Agreement for reasons beyond the control of the parties, tuition will be given to the Pupil via an online platform as agreed by the parties for a period to be agreed by the parties in writing during which the terms of this Addendum will apply. If the location given in the Agreement is 'Online' all lessons shall be given online in accordance with the terms of the Agreement and this Addendum.

2. Timetable and duration of lessons

The lesson timetable and lesson duration shall be as specified in the Agreement. The Teacher and Pupil (or Pupil's Parent/Carer) may agree to vary the timetable and duration of lessons subject to written confirmation by each party to any agreed changes.

3. Additional lessons

The Teacher and Pupil (or Pupil's Parent/Carer) may agree at any time to schedule additional online lessons, which shall be paid at the current pro rata hourly rate.

4. Pupil's teaching environment and equipment

- 4.1 The Pupil (or Pupil's Parent/Carer) shall be responsible for a suitable location for online tuition.
- 4.2 The Pupil (or Pupil's Parent/Carer) shall be responsible for provision of technology suitable for the online tuition and shall ensure that any applications or other technology specified by the Teacher for the tuition is installed and tested before online lessons commence. The Teacher is not responsible for the loan or supply of any equipment or materials, unless agreed in writing in advance.
- 4.3 The Teacher is not liable for any delays or disruptions caused by technical difficulties of whatever nature at the Pupil's home or their location for the lessons. The teacher shall not be required to make up any time lost through such incidents.
- 4.4 The Teacher is not liable for any damage, technical faults or failures of equipment and software belonging to the Pupil (or Pupil's Parent/Carer).

5. Safeguarding

- 5.1 The parties agree that safeguarding in the online environment is of paramount importance and agree that they shall observe best practice and professional guidance (such as advice to teachers from the ISM) in safeguarding and child protection at all times.
- 5.2 The Pupil (or Pupil's Parent/Carer) agrees to follow any safeguarding requirements specified by the Teacher. These can be found in The Teacher's [Safeguarding & Child Protection Policy](#).
- 5.3 The Pupil, if aged 18 or under, will not contact the Teacher directly by any means for whatever reason: all communications relating to the lessons shall be made between the Pupil's Parent/Carer and the Teacher preferably by email.
- 5.4 Inappropriate behaviour or use of inappropriate or unlawful materials during the lessons by the Pupil may result in the Teacher terminating the lesson immediately and the teacher reserves the right to terminate the agreement with immediate effect, in which case the Teacher shall not be required to refund any fees previously paid.

6. Other

All other terms in the Agreement shall remain unaffected and remain in full force.

Luke Pickett Teaching Dates 2021/22 All dates are subject to change



v.1 Feb 2021

	September 2021				
Monday		6	13	20	27
Tuesday		7	14	21	28
Wednesday	1	8	15	22	29
Thursday	2	9	16	23	30
Friday	3	10	17	24	
Saturday	4	11	18	25	
Sunday	5	12	19	26	

	October 2021				
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24	31	

	November 2021				
	1	8	15	22	29
	2	9	16	23	30
	3	10	17	24	
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	

	December 2021				
Monday		6	13	20	27
Tuesday		7	14	21	28
Wednesday	1	8	15	22	29
Thursday	2	9	16	23	30
Friday	3	10	17	24	31
Saturday	4	11	18	25	
Sunday	5	12	19	26	

	January 2022				
3	10	17	24	31	
4	11	18	25		
5	12	19	26		
6	13	20	27		
7	14	21	28		
1	8	15	22	29	
2	9	16	23	30	

	February 2022				
	7	14	21	28	
1	8	15	22		
2	9	16	23		
3	10	17	24		
4	11	18	25		
5	12	19	26		
6	13	20	27		

	March 2022				
Monday		7	14	21	28
Tuesday	1	8	15	22	29
Wednesday	2	9	16	23	30
Thursday	3	10	17	24	31
Friday	4	11	18	25	
Saturday	5	12	19	26	
Sunday	6	13	20	27	

	April 2022				
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24		

	May 2022				
	2	9	16	23	30
	3	10	17	24	31
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	

	June 2022				
Monday		6	13	20	27
Tuesday		7	14	21	28
Wednesday	1	8	15	22	29
Thursday	2	9	16	23	30
Friday	3	10	17	24	
Saturday	4	11	18	25	
Sunday	5	12	19	26	

	July 2022				
	4	11	18	25	
	5	12	19	26	
	6	13	20	27	
	7	14	21	28	
1	8	15	22	29	
2	9	16	23	30	
3	10	17	24	31	

	August/September 2022				
	1	8	15	22	29
	2	9	16	23	30
	3	10	17	24	31
	4	11	18	25	1
	5	12	19	26	2
	6	13	20	27	3
	7	14	21	28	4

Bank and Public Holidays 2021/2022

Christmas Day Holiday	25th December 2021	Term 1	36
Boxing Day Holiday	26th December 2021	Term 2	35
New Years Holiday	1st January 2022	Term 3	34
Good Friday	15th April 2022	Term 4	30
Easter Monday	18th April 2022	Term 5	24
May Day Holiday	2nd May 2022	Term 6	36
Spring Bank Holiday	30th May 2022	TOTAL	195
Summer Bank Holiday	29th August 2022		

	School holidays
	Teaching dates
	Non-teaching date
	Catch-up dates
	Demonstrations*
	2022/23 booking deadline

- Monday 4th April to make up for bank holiday on Monday 2nd May
- * Demonstrations/taster sessions to offer lessons for 2022/23 – will contact schools nearer the time to arrange. **No lessons for anyone during this week due to KS2 SATs.**

Luke Pickett Instrumental Tuition Booking Form





N.B. The data you provide on this form will be used in accordance with Luke Pickett's Data Protection Policy, which is available at lukepickettmusic.co.uk/Data%20Protection.pdf or in hard copy on request via the school office.

Child's School	
Child's Name	
Date of Birth	
Class	
Year Group	

My child would like to learn (please tick):

<u>Brass</u>	<u>Recorder</u>	<u>Theory</u>
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For brass lessons only. Preferred Instrument (please tick):

 <input type="checkbox"/> Cornet (Y3+)	 <input type="checkbox"/> Trumpet (Y3+)	 <input type="checkbox"/> Baritone (Y3+) (smaller than euphonium)
 <input type="checkbox"/> Euphonium (Y5+) (bigger than baritone)	 <input type="checkbox"/> Trombone (Y5+)	<input type="checkbox"/> No preference/don't know

I would prefer (please tick):

- ☐ An individual 30 minute lesson (£18.00 per pupil per week)
- ☐ An individual 20 minute lesson (£12.30 per pupil per week)
- ☐ A paired 30 minute lesson (£9.00 per pupil per week)
- ☐ A paired 20 minute lesson (£6.15 per pupil per week)

Note that it is not always possible to match your preference. Please tick as many options as possible. You will be contacted to confirm the amount you will be required to pay. A contract will be issued and must be returned before lessons can commence.

I need some help with fees. If you already receive remissions please circle the nature: Pupil Premium / Free School Meals / SEN / Disability / In Care / Looked After / Other (please state)	Yes / No	Parent/ carer name	
		Email address	
		Phone number	
Brass only: I would like to hire an instrument at the cost of £52.50 for the first year. N.B. If you do not hire an instrument you must provide your own	Yes / No	Address	

- ☐ I enclose a deposit for £30.00, which will only be returned if lessons cannot be arranged.
- ☐ I consent to receiving information from Luke Pickett via email in relation to events or activities that may be of interest to me.

Signed (parent/guardian)..... Date.....



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