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**DEPARTMENT OF MUSIC  
PRACTICAL MUSIC LESSON APPLICATION AND AGREEMENT  
JANUARY 2021 – DECEMBER 2021**

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Agreement between

\_\_\_\_\_  
(Independent Music Teacher)  
and

\_\_\_\_\_  
(Parent and Person responsible for Payment of Fees and Charges)  
and

\_\_\_\_\_  
(St Alban's College, herein represented by Rainer von Schlichting)

Upon signature of this agreement, the parties to the agreement acknowledge and accept all the terms and conditions of this agreement.

Please note that Lessons will not commence without receipt of a completed and signed Lesson Consent and Agreement Form.

**STUDENT DETAILS:**

Full name & Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Form: \_\_\_\_\_ House: \_\_\_\_\_

Highest practical examination(s) passed:

Instrument 1: \_\_\_\_\_ Grade: \_\_\_\_\_ Institution: \_\_\_\_\_

Instrument 2: \_\_\_\_\_ Grade: \_\_\_\_\_ Institution: \_\_\_\_\_

Highest music theory examination passed: Grade: \_\_\_\_\_ Institution: \_\_\_\_\_

Previous teacher(s): (specify per instrument): \_\_\_\_\_

\_\_\_\_\_  
Email address: \_\_\_\_\_

**SUBJECT MUSIC STUDENTS:**

**As a requirement for subject music, practical music lessons, in an instrument of choice, are compulsory. The Director of Music, may, in his sole discretion, refuse a subject music student to take a practical examination, if an attendance record of less than 80% per term is noted.**

Does the student take Subject Music / Elective Music? Yes \_\_\_\_ / No \_\_\_\_

Which instrument(s) does the student intend to study this year?

Instrument 1: \_\_\_\_\_ Instrument 2: \_\_\_\_\_

Does the student intend to take music theory lessons (in addition to Subject Music)?

Yes \_\_\_\_ / No \_\_\_\_

Which sports does the Student intend to play this year at St Alban's College?

Summer: \_\_\_\_\_ Winter: \_\_\_\_\_ Other: \_\_\_\_\_

**PARENT DETAILS:**

Parent's Name: \_\_\_\_\_

Cell Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**DETAILS OF PERSON RESPONSIBLE FOR PAYMENT OF FEES AND OTHER RELEVANT CHARGES:**

Full name and Surname: \_\_\_\_\_

ID number: \_\_\_\_\_

Cell Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**TERMS OF CONTRACT**

1. This Lesson Consent and Agreement must be signed and handed to the Music Department Administrator **before any lessons may commence**. Parents will be liable and billed for a minimum of 8 music lessons per term.
2. Lessons are scheduled per term and billed twice per term. Fees are payable **in advance, before the start of lessons at the start of term and before the start of half term**, and are calculated per the allowed number of lessons per month, taking into account public holidays, holidays and half-term dates.
3. If a student's music lesson account is in arrears, music lessons will be suspended until the account is settled.
4. Lessons should be scheduled on a day and time that the student is available every week, throughout the term. Preference will be given to existing students and in particular senior boys in terms of preferred choice lesson times.
5. Scheduled lessons are contracted time and instruction on which the parent, teacher and student can rely to be consistent.

6. Any additional lessons required in preparation of exams, Eisteddfods and/or other competitions will be arranged with prior written consent by the parents and teacher and will be charged, additionally per lesson, as per the lesson fee schedule below.

7. **LESSON FEES:**

Please indicate your option

INSTRUMENT 1	DURATION	FEE PER LESSON	OPTION
	30 mins	R200.00	
	45 mins	R300.00	
	60 mins	R400.00	

INSTRUMENT 2	DURATION	FEE PER LESSON	OPTION
	30 mins	R200.00	
	45 mins	R300.00	
	60 mins	R400.00	

8. **PLEASE NOTE THAT CERTAIN INSTRUMENT PRACTICAL LEVELS REQUIRE A CORRESPONDING THEORETICAL LEVEL AS PER THE LEARNING INSTITUTION POLICY.** Theory lessons will be offered in the afternoons at no extra charge in 2021. However, costs for entry into an examination and all study material will be carried by the parents.

9. **MISSED LESSONS:**

- 9.1. Lessons missed due to forgetfulness and/or “no-show” by students will not be made up and the cost thereof as charged will not be refunded.
- 9.2. Lessons missed due to school trips, sports practices or matches, rehearsals, outside events, etc. will not be made up unless proper notice is given. Alternative dates should be planned in advance to avoid cancellations closer to the date.
- 9.3. Teachers will make up only 2 lessons per term, and only if notified 24 hours in advance of the scheduled lesson.
- 9.4. Should the Music Teacher become unavailable to teach a lesson for whatever reason, the Music teacher will inform the parents, student and music administrator immediately and that lesson will be made up within the term at a mutually convenient date and time for both the teacher and student. Lessons so made up do not affect the limitation set out in par 9.3 hereto.
- 9.5. Should a Music Teacher become unavailable to teach for a prolonged period of time, a replacement teacher may, at the sole discretion of the Director of Music, stand in for the music teacher during the planned period of absence.
- 9.6. Subject Music Students missing practical lessons without a valid excuse will be regarded as bunking class and disciplinary action will be taken accordingly.

10. **TERMINATION OF LESSONS:**

- 10.1. Termination of lessons requires a two month’s written notice.
- 10.2. **PLEASE NOTE THAT** Grade 12 learners who wish to terminate practical and/or theoretical lessons **FOR THE THIRD TERM MUST SUBMIT A WRITTEN TERMINATION NOTICE BY HALF TERM OF THE SECOND TERM.**

11. **ADDITIONAL COSTS:**

- 11.1. Music books - Book orders differ from pupil to pupil, and your son’s teacher will communicate with you in this regard. Books can be ordered through St Alban’s College, after payment of the quoted price.
- 11.2. Instrument-specific needs (like reeds, strings, oils, etc.) will be the responsibility of the student / parent.
- 11.3. Entry fees and additional costs for external examinations, competitions and eisteddfods will be payable by the student / parent.

Parent's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Account Holder's Name: \_\_\_\_\_

Account Holder's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*(Please return this document to Ilse Marlow at the start of the term)*  
Please feel free to contact me at [music@stalbanscollege.com](mailto:music@stalbanscollege.com) if you have any queries.

Director of Music: **Rainer von Schlichting**

Director of Music's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Music Teacher's Name: \_\_\_\_\_

Music Teacher's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

IT TAKES A SCHOOL WITH VISION TO PREPARE A YOUNG MAN FOR LIFE

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