



KAH/el

December 2017

Dear Parent/Carer

MUSIC LESSONS
SPRING TERM 2018

If you would like your child to start/continue having music lessons in the Spring term, please complete the attached booking form, stating your choice of instrument and return to the school with full payment.

When applying for your child to start instrumental lessons the deadline for the applications to be returned (with full payment) is Monday 11th December 2017. Applications made after this date will be considered, but due to contract agreements with the instrumental teachers pupils may need to be put on a waiting list for the following term.

The preferred method of payment is by secure on-line ParentPay using your debit or credit card, your ParentPay user name and password.

Once logged into ParentPay there is an option 'Music Tuition – Spring Term 2018'. Click on this option and it will bring up a separate window where you can enter your amount, you will also need to enter in the notes box the instrument your child would like to play and the option they would like to be booked on. It will not let you continue unless this notes box is completed.

The options that are available for each instrument are as follows:

- 10 Individual 20 minute lessons - £93.35 (£46.85 with Essex Music Services Voucher)
- 10 Individual 30 minute lessons - £140.00 (£93.50 with Essex Music Services Voucher)

Parents in receipt of Family Income Supplement or Family Credit are entitled to apply for an Essex Music Services voucher to contribute towards the cost of the lessons. Please note the school has no involvement in issuing vouchers and the link to apply for these is:

<https://UKESSEX.speedadmin.dk/tilmelding#>

Paper vouchers will no longer be issued. Should you have any queries please contact tuition.vouchers@essex.gov.uk for assistance.

The terms and conditions are set overleaf.

Yours sincerely

Miss E Lindsell
Office Supervisor and HR Administrator

Chelmsford Road, Chelmsford Essex, CM1 3ET

Tel: 01245 266 766 Fax: 01245 252 570

Email: hylandsoffice@hylands-tkat.org

Website: www.hylands-tkat.org

The Kennal Academies Trust is a charitable company limited by guarantee registered in England and Wales under company number 7348231. Its registered address is The Atkins Centre, Kennal Technology College, Sevenoaks Way, Sidcup, Kent DA14 5AA. Hylands School is a business name used by The Kennal Academies Trust.





Terms and Conditions 2017/2018

1. The fee charged for music tuition is £93.35 per term for ten 20 minute lessons and £140.00 per term for ten 30 minute lessons.
2. Parents in receipt of FIS or Family Credit will be charged £46.85 for ten 20 minute lessons and £93.50 per term for ten 30 minute lessons. To receive this discount an Application for an Essex Music Services Voucher must be completed and accepted or a renewal voucher must be returned.
3. Free tuition will be provided for ten 20 minute lessons for students following GCSE and A level music courses for the Autumn and Spring terms.
4. It is not possible to cancel a music tuition contract part way through the term. No fee rebate is available if a parent decides to withdraw their child.
5. Where the music tutor is unavoidably absent (e.g. through illness) every attempt will be made to provide the missed lesson on an alternative date. If this is not possible a rebate of one tenth of that term's charge will be provided. When it has not been possible to provide all ten lessons in one term the remainder may be made up in the following term.
6. Lessons will commence within the first three weeks of the new term or after make-up lessons are completed.
7. Rebates are not provided for any lesson missed by a student. Where a lesson is missed by a student for reasons outside their control every effort will be made to re-schedule the lesson if possible.
8. Lessons will only be arranged with music tutors upon receipt of full payment.
9. The preferred method of payment is by secure on-line ParentPay using your debit or credit card, your ParentPay user name and password. If not possible cheques should be made payable to 'Hylands School'.
10. If you have any queries with regard to:
 - a) Music tuition – please contact Ms K Frewin c/o Hylands School.
 - b) Payment of fees – please contact Hylands School.
 - c) Essex Music Services voucher scheme – please email tuition.vouchers@essex.gov.uk



Spring Term 2018 – Music Lessons Application Form

Student Name:

Tutor Group:

Instrument (1)Instrumental Teacher:.....

Instrument (2)Instrumental Teacher:.....

Lesson request for next term (tick as appropriate):

<input type="checkbox"/>	10 individual 20 minute lessons £93.35
<input type="checkbox"/>	10 individual 30 minutes lessons £140.00
<input type="checkbox"/>	10 individual 20 minute lessons - No charge (GCSE/A Level music students only)
<input type="checkbox"/>	10 individual 20 minute lessons £46.85 (Parents in receipt of FIS or Family Credit, subject to EMS Voucher)
<input type="checkbox"/>	10 individual 30 minutes lessons £93.50 (Parents in receipt of FIS or Family Credit, subject to EMS Voucher)

Signed _____ Parent/Carer Date _____

Chelmsford Road, Chelmsford Essex, CM1 3ET

Tel: 01245 266 766 Fax: 01245 252 570

Email: hylandsoffice@hylands-tkat.org

Website: www.hylands-tkat.org

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