



BARNARD CASTLE SCHOOL

# INDIVIDUAL MUSIC LESSONS INFORMATION PACK

*Prep School*

2024-25

# Music Department Staff

## Director of Music

Mr Richard Dawson  
[rjd@barneyschool.org.uk](mailto:rjd@barneyschool.org.uk)

## Teachers of Music

Miss Anna Dias  
[ad@barneyschool.org.uk](mailto:ad@barneyschool.org.uk)

Mr George Ford  
[gef@barneyschool.org.uk](mailto:gef@barneyschool.org.uk)

## Music Department Technician

Miss Kathryne Steel

## Visiting Music Teachers (VMTs)

Mr John Bradford	<i>Drum Kit &amp; Orchestral Percussion</i>
Mr Peter Coulson	<i>Singing</i>
Mr Mick Donnelly	<i>Clarinet, Saxophone &amp; Flute</i>
Ms Sue Ferris	<i>Flute, Clarinet &amp; Saxophone</i>
Mr Nigel Fletcher	<i>Piano</i>
Mr Chris Hibbard	<i>Trumpet, Trombone, French Horn, Euphonium, Tuba &amp; Cornet</i>
Ms Jo Keithley	<i>Cello</i>
Mr Nicholas Lawrance	<i>Violin &amp; Viola</i>
Dr Antonina Lax	<i>Piano</i>
Ms Penelope Randall-Davis	<i>Singing</i>
Mr David Ratnanayagam	<i>Piano &amp; Organ</i>
Mr Mick Shoulder	<i>Guitar &amp; Double Bass</i>
Mr Andy Yeadon	<i>Piano, Guitar &amp; Drum Kit</i>



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## **Music Department Individual Music Lessons – Terms & Conditions 2024/25**

Our online application form for Individual Music Lessons can be found here:  
<https://forms.office.com/e/Jup8YBZdYL>

1. Completion of the Individual Music Lessons Application Form constitutes an agreement that will last for the duration of a pupil's time at the school unless cancelled in writing (see below). This includes pupils who move up from the Prep School to the Senior School. Completed forms should be sent to the Director of Music - contact details below.
2. Lessons currently cost £23.50 per 30 minute lesson. This figure is reviewed each academic year. The cost of these lessons is either added to the school bill at the end of each term, or an invoice will be sent to the parent/guardian by the Visiting Music Teacher each term.
3. No part of the fees for music tuition can be refunded in the event of the pupil missing lessons through illness, injury or other unforeseen circumstance. A Visiting Music Teacher may try to make up the lesson, but this is not always possible and not expected of the Visiting Music Teacher. If a pupil cannot attend a lesson for whatever reason, the parent/guardian or pupil should inform the Director of Music or Visiting Music Teacher at least 24 hours in advance of the scheduled lesson time. Where a pupil is in school but unable to play their instrument due to injury (e.g. sprained wrist) they are still expected to attend lessons and can work on aural and theory.
4. Where possible, all pupils receive 30 lessons per year.
5. The vast majority of individual music lessons take place in the Prep Music School rooms at a time set by the Visiting Music Teacher. These times are displayed on the Music Noticeboard outside the Atkinson Hall at the beginning of each week and in all classrooms, and also shared via the Practice Pal app, our music lesson platform accessible by all pupils and parents. Any changes to the timetable will be published on Practice Pal and shared with the pupils in good time. Pupils can also consult the noticeboards to note down their lesson times each week.
6. Individual Music Lessons are rotated throughout the school day to ensure that portions of different lessons are missed each week and the system is fair for all pupils.
7. As far as is possible, Visiting Music Teachers will avoid scheduling music lessons during trips, tests, sporting activities and other school commitments provided that they are published in the school calendar.
8. Pupils that take individual music lessons in school are expected to participate as fully as possible in the life of the music department by playing/singing in the relevant ensembles that are on offer. This, in turn, helps pupils to get the most out of their lessons by taking the skills they learn from their lessons and applying them to other forms of music-making.
9. The notice period to terminate individual music lessons is half a term, and notice of cancellation should be given before the end of the term/half term period preceding the term/half term in which the pupil wishes to cease lessons. The dates for these are:
  - Thursday 17<sup>th</sup> October 2024 (lessons will end on Friday 13<sup>th</sup> December 2024)
  - Friday 13<sup>th</sup> December 2024 (lessons will end on Friday 14<sup>th</sup> February 2025)
  - Friday 14<sup>th</sup> February 2025 (lessons will end on Friday 21<sup>st</sup> March 2025)

- Friday 21<sup>st</sup> March 2025 (lessons will end on Friday 23<sup>rd</sup> May 2025)
- Friday 23<sup>rd</sup> May 2025 (lessons will end on Friday 4<sup>th</sup> July 2025)
- Notice to cancel lessons in advance of the 2024/25 academic year must be given by Friday 16<sup>th</sup> August 2024.
- Notice to cancel lessons in advance of the 2025/26 academic year must be given by Friday 15<sup>th</sup> August 2025.

When notice is given, it is also possible to instruct in writing:

- a) For the pupil to continue to attend individual music lessons until the 'lesson end' date.

Or

- b) For the timetabling of lessons to cease immediately – the remaining lessons must still be paid for, but the pupil stops attending lessons immediately.

To cancel lessons, parents/guardians must complete and return the cancellation form, which can be found here: <https://forms.office.com/e/AWUwEgvjK3>

10. A change from one teacher to another of the same instrument is considered to be a cancellation followed by a re-start of lessons, and thus condition 9 (above) applies.
11. The Music Store Room is available opposite the main Prep Music Classroom for storage of instruments. It is important that all instruments are labelled and adequately insured with fully comprehensive cover.
12. The Music Department offers an instrument hire scheme for various instruments, whereby pupils can hire a good-quality school instrument for up to a year. The cost for this is £24 per term for 'small instruments' and £36 per term for 'large instruments' and these are listed below. We also have a small number of drum kits for hire, which cost £45 per term. The cost for these will be added to the school bill each term. If this is required, please indicate this on the Individual Music Lesson application form.

<b>Small Instruments (£24 per term)</b>	<b>Large Instruments (£36 per term)</b>
Violin	Cello
Viola	Double Bass
Flute	French Horn
Clarinet	Trombone
Oboe	Euphonium
Alto Saxophone	Tenor Saxophone
Trumpet/Cornet	Baritone Saxophone
	Bassoon
	Guitar
	Bass Guitar

13. The entering of pupils for accredited practical music exams is normally decided between teacher and pupil, but communication will be made with parents in good time to confirm this decision. The boards we use for exams are ABRSM (Associated Board of the Royal Schools of Music) and MTB (Music Teachers Board). Exam fees will be added to the school bill.

I am very happy to speak to parents/guardians about individual music lessons, or about music in general. To get in touch, please email [rjd@barneyschool.org.uk](mailto:rjd@barneyschool.org.uk)

**Director of Music**

Mr Richard Dawson

[rjd@barneyschool.org.uk](mailto:rjd@barneyschool.org.uk)