

PINEHURST PRIMARY SCHOOL

MUSIC DEPARTMENT POLICY

2024



DISCEMUS UT SERVEMUS

MUSIC DEPARTMENT POLICY

- Music plays an important role in the holistic development of every child. The advantages of participation in music activities are many and we would therefore like to invite all learners at Pinehurst Primary School to become part of our school's vibrant Music Department.
- Pinehurst boasts a wide and varied music offering, taught by a team of internal and external music teachers. Internal music teachers are permanently employed by the school and external music teachers are contracted by the school to provide music tuition in particular instruments.
- Music tuition at Pinehurst includes an Introductory Course to Music, recorder, voice, piano, electronic keyboard (see point 11), classical guitar, electric guitar, acoustic guitar, bass guitar, ukulele, violin, fife, flute, clarinet, saxophone, trumpet, trombone, French horn, baritone, percussion, marimba and theory of music.
- We also offer participation in our school choirs (Junior and Senior) and orchestra at no additional cost to the parent.
- Evening concerts, competitions and other after hour events are sensibly scheduled and communicated to parents well in advance.

1. ENROLMENT

1.1 Should a child wish to join a choir, the choir conductor may be approached. Participation is subject to a suitability assessment. Junior Choir rehearses Tuesdays from 07h50 until 08h20, Senior Choir rehearses Wednesdays from 13h00 until 14h00. *Due to the nature of the voice and choral development, choir members are expected to remain committed for a full year.*

1.2 For tuition in a particular instrument, parents need to complete an [Application for Music Tuition form](#) per learner.

1.3 Once an application form is received the learner may be required to do a musical aptitude test and instrument suitability. Parents will be informed of the

outcome. There is sometimes a waiting list for certain instruments.

1.4 Learners wishing to continue with music tuition need to submit a completed Application for Music Tuition form at the end of each year.

2. LESSONS

2.1 A learner is allowed tuition in only two instruments, provided that space is available.

2.2 Learners taking one instrument will receive one half hour lesson per week. However, learners who are at Grade 2 level of Trinity, Royal Schools or UNISA may apply to receive two half hour lessons per week at double the cost.

2.3 Learners taking two instruments receive one half hour lesson per week on each instrument, except when point 2.2 applies. In this case, after school lessons may be necessary in order to minimise academic time missed.

2.4 Should there be no immediate spaces available for lessons on a specific instrument, a learner's name is placed on the waiting list.

2.5 Learners receive a minimum of eight lessons on average per instrument per term. However, the music teacher cannot be expected to reschedule lessons that were missed due to public holidays, absenteeism, school outings, or school functions.

2.6 In the case of academic assessments learners *must excuse themselves well in advance from their music lessons* in order that an alternative arrangement can be considered. Alternatively, the lesson will be marked as a missed lesson which cannot be made up.

2.7 Learners are encouraged to arrive punctually and to develop a sense of responsibility to attend their scheduled lessons. Foundation Phase (FP) learners will be collected by their music teachers until they are familiar with their music lesson routine.

2.8 Academic work missed in class due to a music lesson needs to be updated by the learner.

2.9 Small group tuition is provided with no more than four learners in a group, and

at a reduced cost. Sometimes, when starting an instrument, learners find it hard to play their instruments for 30 minutes at a time. In small group tuition, learners benefit from the interaction with fellow young musicians, as it also provides a sense of security for the more introverted child. Small group tuition is available to FP learners taking the recorder, violin, fife, Nuvo flute, percussion, or the Introductory Course to Music, and to Grades 4-7 learners taking marimba or voice lessons.

2.10 The Introductory Course to Music is taught in small groups. This is a very helpful course when learners are not yet sure of which instrument to play, or if a desired instrument is not yet owned. The lessons are taught in a child-friendly manner based on the Orff method.

The course covers:

- a. playing on xylophones and other percussion instruments with the correct mallet technique
- b. kinesthetic movement
- c. the use of the voice
- d. aural training
- e. learning about basic rhythmic and pitch reading
- f. ensemble play
- g. an introduction to all the instruments taught at Pinehurst

2.11 Parents are required to purchase music books for their children. The use of original copies is the norm. Printed copies may be issued by exception. (See further details at point 11.3).

2.12 A music diary will be provided to your child at a minimal cost.

3. ENSEMBLE

Since the nature of playing in an ensemble relies on interdependence, it is an important part of music making which encourages children to play or sing with greater accuracy. Depending on their music developmental level, learners will be invited to join an ensemble lesson. Ensembles are confirmed by the beginning of each year. Currently String-, Wind-, Brass-, Flute-, and Percussion

Ensemble lessons are offered.

4. ORCHESTRA

4.1 New orchestra members are recommended at their music teacher's discretion and are accepted by the conductor on audition. Playing in the school orchestra is an extension of, and an integral part of learners' practical instrument skills development.

4.2 Learners taking music lessons outside of school are also welcome to audition for the orchestra.

4.2 All rehearsals, orchestra weekend workshops and performances are obligatory.

5. THEORY OF MUSIC

5.1 Theory of music is incorporated in practical lessons for all beginner learners.

5.2 Weekly theory group lessons are applicable to Grade 5, 6 and 7 learners. Lessons may take place before the school day.

5.3 Learners will need to purchase a Theory textbook relevant to the Grade level.

5.4 Personal stationery is required at each lesson.

6. HIRING OF INSTRUMENTS

6.1 Learners must provide their own instruments for instruction.

6.2 Except for recorders, classical guitars, pianos, Yamaha PSR - EW410 electronic keyboards, drum kits and marimbas, the school has a selection of instruments at their disposal for hire, e.g.: violins, electric guitars, bass guitars, flutes, Nuvo flutes, clarinets, saxophones, J-sax, trumpets, French horns, trombones and baritones.

6.3 Subject to availability, instruments may be hired from the school for a period of one year. Renewals may be considered once the hiring period has expired.

6.4 The annual hiring fee will be deducted via debit order on a monthly basis over 10 months. *Please note:* the hiring fees do not include insurance cover. Parents are strongly advised to make their own insurance arrangements.

6.5 Hiring forms will be issued and must be signed by the parent of any learner hiring an instrument before the instrument is entrusted to the learner. Instruments are serviced before issue.

6.6 Hired instruments that are returned are subject to an assessment of the condition and a sign-off.

6.7 Music Instruments are expensive. It is the responsibility of each learner to take care of their instruments as per their teachers' instructions. NO repairs may be done unless the music teacher refers a qualified instrument repair specialist.

6.8 Parents will be held liable for any loss or damages.

7. LOCKERS

Lockers are available for the safekeeping of music instruments used at school, whether school hired instruments, or their own.

8. MUSIC FEES

8.1 Music fees reflect a full year's tuition and are not monthly or hourly fees.

8.2 Music fees will be *deducted via monthly debit order for internal music staff over ten months*, from February to November.

8.3 *External music staff may request and arrange payment over 10, 11 or 12 months, termly, or annually*, with the tuition fees' grand total equivalent to the annual PHPS music fees.

8.4 Since music teachers' incomes are reliant on music fees, please note that music fees are expected to be paid regularly and in full.

8.5 One calendar month's notice is required in writing from parents who wish their child to discontinue lessons.

This notice period enables music teachers to find replacements, which avoids loss of income. Should a parent or guardian notify the music teacher by the seventh calendar day of the month in writing of their wish to stop music, it will be actioned in that same month. If notification is received after the seventh, it will

be actioned at the end of the following calendar month. Please note, non-compliance will result in a full notice period being charged.

8.6 As per our School Fee Policy, no learner will be accepted for any music activity or lesson that carries a cost, if the school fee account is not in good standing.

8.7 The 2024 fees are detailed below.

	2024 Fees over 10 months starting February	2024 Annual Fees
One individual lesson per week	R810	R8 100
Two individual lessons per week	R1 620	R16 200
One group lesson per week	R470	R4 700
Introduction to Music Course	R470	R4 700
One ensemble lesson per week	R160	R1 600
One theory group lesson per week	R160	R1 600
Instrument Hiring fee: violins, Nuvo flutes and J-sax	R190	R1 900
Instrument Hiring fee: brass, wind, bass- and electric guitars	R280	R2 800
Other fees continue		
Other fees		

Music Diary	R50 per diary
Violin strings	R120 per string
Violin shoulder pads, Clarinet- and Saxophone reeds, Cork Grease	R70 each

9. ACCOMPANISTS

9.1 Learners are expected to provide their own accompanists at examinations, Eisteddfods and concerts. These arrangements should be made well in advance.

9.2 Should the accompanying services of a teacher in the Pinehurst Music Department be required, it will be on a private basis and the parents should negotiate fees and rehearsal times directly with the teacher concerned.

10. MUSIC EXAMINATIONS AND EISTEDDFOD

10.1 School Music Reports are issued at the end of Term 2 and Term 4.

10.2 Parents are required to make an appointment with their child's music teacher at the parent-teacher interviews in the third term in order to discuss their children's progress.

10.3 Learners wishing to participate in external music examinations or Eisteddfod may do so at the music teacher's discretion and with the parents' consent.

10.4 Parents are welcome to peruse the contents of the external music exam or Eisteddfod syllabus. Please arrange this with your child's music teacher.

11. GENERAL

11.1 We recommend a **Yamaha PSR - EW410 (76 keys)** electronic keyboard since the settings are compatible with Trinity music examinations. In the long run, this versatile instrument is a cost saver to parents, should their child be entered for such

an examination.

11.2 The music diary must be signed after every practice session.

11.3 Learners should have the following items at every music lesson: music diary, music books/files, music instrument where applicable, as well as a pencil and eraser. In addition to this, a 20 page pocket file for extra worksheets may be requested by the teacher. Music books are ordered from an independent supplier via your child's music teacher.

11.4 Daily home practice is a good habit to ensure progress and it is therefore essential that music learners practise regularly.

11.5 Learners who do not make sufficient progress will not be allowed to continue lessons. In such a case the following procedure will be followed:

- Parents will be contacted to be made aware that there is a concern of their child's lack of progress
- Unless significant progress is made after contact and discussion, written notice to discontinue music tuition will be given and the applicable notice period applies

12. MUSIC CONCERTS/PUBLIC PERFORMANCES

Learners who take music lessons at school are eligible to perform at all the relevant school music concerts.

Learners taking music at or outside of school may be invited to perform at assemblies. The performance piece must be of at least Grade 1 standard. Should there be too many music items for a specific assembly, preference will be given to learners taking music lessons at Pinehurst.

To showcase the year's work for all learners who take music lessons at school, they perform at annual phase concerts to celebrate their dedication and achievements with friends and family.