

BARKING
DAGENHAM
community
music
service

the lead organisation for

BARKING & DAGENHAM
MUSIC
HUB



music service tuition for adults & children

The Music Centre, Fanshawe Crescent, Dagenham, Essex RM9 5QA Tel: 020 8270 6690

email: cmsoffice@lbbd.gov.uk website: www.lbbd.gov.uk/music

website: www.bandmusicshub.co.uk

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**ARTS COUNCIL
ENGLAND**



after school lessons

The Community Music Service (CMS) is pleased to offer after school lessons for adults and children (year 3 upwards) to further their interest in playing a musical instrument of their choice; and to provide opportunities for children to play in ensembles with other CMS pupils.

Our vision is to provide opportunities for all children and young people to develop through music and enjoy high quality musical experiences. Music provides experiences that can develop a person's potential in many areas of their life. Playing a musical instrument and performing with others helps to concentrate the mind, supports self-confidence and team work, encourages self-expression and can be great fun. The CMS teaches many young people and you could join them in making the most of the opportunity to play an instrument.

After school lessons are available to all children and adults who live, or who are educated, in the London Borough of Barking & Dagenham. The lessons will take place at Sydney Russell Secondary School, Parsloes Avenue, Monday to Tuesday after school starting from 4pm till 6pm.

Individual lessons will be taught by teachers from the Community Music Service and will comprise of three terms of ten 30-minute or 20-minute lessons. Individual lessons will be available on identified instruments, please see the reverse of the application forms for further information.

Instruments will be available to hire for £42.00 per year. School aged children will also be able to purchase an instrument through the CMS via the Assisted Instrumental Purchase Scheme (AIPS). Please enquire at the Music Centre if you are interested in purchasing an instrument.

Children who receive lessons will be able to join an ensemble relevant to their ability for a fee of £25 (per term) for a 45 minute ensemble. *(for additional ensembles there will be a 25% reduced rate for a 2nd and 50% reduced rate for a 3rd)*

Pupils who attend a Barking & Dagenham school and are in receipt of free school meals or their families receive Universal Credit will be entitled to free CMS instrument hire and ensemble membership, the remission applies to all family siblings. Looked After Children will be entitled to 50% lesson fee discount, free instrumental hire and free ensemble membership.

Pupils in receipt of free school meals or their families receive Universal Credit, living in the borough but educated out of borough will be entitled to free CMS ensemble membership. Proof of remission eligibility will be required.

Group lessons will be available for primary school aged children only, in guitar and keyboard. Further information is available on the group application form.

To apply for lessons please complete an application form and return to the Music Centre either by post (address on application forms) or in person Monday - Friday 8am-2pm. Lesson applications must be made 4 weeks before the end of any term to be considered for the following term.

individual tuition (1 pupil, 1 teacher)

instruments to choose from:

woodwind instruments

flute
oboe
clarinet
saxophone



String Instruments

violin
viola
cello
guitar



Brass Instruments

french horn
trumpet
trombone
tuba
euphonium



Other Instruments

drum kit
piano



individual tuition application form

Individual instrumental tuition comprises of three terms of ten 30-minute lessons or 20-minute lessons at a cost of:

£278.75 (per term) for 10 lessons of 30 minutes

£185.84 (per term) for 10 lessons of 20 minutes

Or Online lessons

£245.00 (per term) for 10 lessons of 30 minutes

If you would like to apply for tuition, please complete the form below. After school lessons are available to all children and adults who live, or in the case of children are educated, in the London Borough of Barking & Dagenham. The lessons will take place at Sydney Russell School, Parsloes Avenue, on a Monday after school starting from 4pm. ***Please do not send any money with this form, payment details will be sent to you when a place has been confirmed.***

Pupil's Surname: _____ Pupil's First Name: _____

Date of Birth: _____ Age: *(children only)* _____

Gender: Male / Female _____ Address: _____

Post Code: _____

(if applicable)
School Attended: _____ School Year: _____
(if applicable)

Are you entitled to free school meals? Yes ☐ No ☐

Tel N° Daytime: _____ Tel N° Evening: _____

Email Address: _____

Instrument Lesson Requested: _____

Instrument to be hired: Yes ☐ No ☐

*(piano/keyboard, guitars & drum kit **not** available)*

Parent/Guardian Name *(if applicable)*: _____

Signed: *(Parent/Guardian for children)* _____

Date: _____

Please complete and return to the Music Centre either by hand or post to: Community Music Service,

Fanshawe Crescent, Dagenham, Essex RM9 5QA

email: cmsoffice@lbbd.gov.uk

group tuition (up to 6 junior/primary school pupils in group)

These lessons are intended to be a year foundation programme working towards a CMS Junior Music Exam (JME). Beginner groups start in September.

instruments to choose from



keyboard

available for pupils in
school year 3 to year 6



acoustic guitar

available for pupils in
school year 4 to year 6

For guitar tuition, your own instrument will be required. If you would like to purchase either from the CMS, we have them available at the following cost:

Acoustic Guitar, depending on size, from £36.00 each
(Prices fluctuate, please ask at CMS office for current cost)

group tuition application form

Group instrumental tuition is a year foundation programme starting in September, taught in groups of up to 6 and is available for junior/primary school children of the following years in the following instruments:

School Year 3 to Year 6 in Keyboard
School Year 4 to Year 6 in Guitar

The lessons comprise of three terms of ten 30 minute lessons at a cost of:

Annual payment: £167.50 for 30 lessons of 30 minutes

For **guitar tuition, your own instrument will be required**. You may purchase your own but if you would like to purchase either from the CMS, we have them available at the following cost:

Acoustic Guitar (depending on size) from £36.00 each-
payment will need to be made before order.
(prices fluctuate, please ask at CMS office for current cost)

If you would like to apply for group tuition, please complete the form below. After school group lessons are available to all children who live or are educated in the London Borough of Barking & Dagenham. The lessons will take place at Sydney Russell School, Parsloes Avenue, on Mondays & Tuesdays after school starting from 4pm until 6pm. ***Please do not send any money with this form, payment details will be sent to you when a place has been confirmed.***

Pupil's Surname: _____ Pupil's First Name: _____

Date of Birth: _____ Age: _____

Gender: Male / Female Address: _____

Post Code: _____

School attended: _____ School Year: _____

Are you entitled to free school meals? Yes ☐ No ☐

Tel N° Daytime: _____ Tel N° Evening: _____

Email Address: _____

Instrument Lesson Requested: keyboard / guitar *(delete as appropriate)*

Parent/Guardian Name: _____

Signed: _____

Date: _____

Please complete and return to the Music Centre either by hand or post to:
Community Music Service, The Music Centre, Fanshawe Crescent, Dagenham, Essex RM9 5QA
email: cmsoffice@lbbd.gov.uk

Following this one year foundation course, guitar and keyboard pupils may continue with individual lessons (1:1).



terms and conditions

place allocations

The Music Centre must confirm your place before lessons commence. Once a place is offered, proof of address will be required, for example, a utility and/or council tax bill. When a place is taken up, please inform us if there are any changes to your personal details.

waiting list

Applicants unable to gain a place immediately will be placed on a waiting list, but will only be contacted when a place becomes available. If you would like confirmation that your application has been received, please enclose a stamped self-addressed envelope.

student absence

If for any reason a student cannot attend a lesson, it is vital that absence is confirmed with a telephone call to 0208 270 6690 or email CMSoffice@lbbd.gov.uk as soon as possible – lesson fees are non-refundable if due to student absence.

fees

Please do not send any fees until a place is offered and accepted. Once a place is offered and accepted, fees can be paid by cash, cheque; made payable to LBB&D, or card (no transaction charge).

The full fee for CMS lessons/ensembles must be paid by the due date on our invoice supplied to you. Payment is required a term in advance, e.g. at the start of each term an invoice will be provided, for payment within 2 weeks, for the following term (if paying termly). A self-addressed envelope must be provided if a receipt is required. If full payment is not received, CMS will have the right to offer the place to another pupil on our waiting list.

Any lessons cancelled by the tutor will be deducted from your next invoice or refunded if you are not going to be returning the following term.

instrument hire

Instruments are hired annually at a cost of £42.00. Instruments hired remain the property of the Community Music Service. Insurance excess will be £50.

Hire of instruments is subject to the needs and requirements of the service, instruments requested may not be available upon application. In the event of an instrument not being available, advice can be given on obtaining from a retailer.

terms and conditions

remission policy

Pupils who attend a Barking & Dagenham school and are in receipt of free school meals or their families receive Universal Credit will be entitled to free CMS instrument hire and ensemble membership, the remission applies to all family siblings. Looked After Children will be entitled to 50% lesson fee discount, free instrumental hire and free ensemble membership.

Pupils in receipt of free school meals or their families receive Universal Credit, living in the borough but educated out of borough will be entitled to free CMS ensemble membership. Proof of remission eligibility will be required.

discontinuation

If a student wishes to leave CMS instrumental lessons, written notice must be provided ½ a term in advance. Notice should be addressed to Mr D Hunt, Deputy Head of CMS. Failure to give adequate notice will result in the requirement to pay a termination penalty fee of 50% of the total fees due for the following term. Students will be expected to complete the term's lessons, however, if they leave mid-term, those fees will be forfeited.

conduct

Students are in a position of trust to conduct themselves sensibly and with consideration for others. The service provided is not statutory and can be withdrawn at any time if a student behaves in an unacceptable way.

A high standard of self-discipline is required since the Music Centre is staffed only for a timetable of lessons and rehearsals. General supervision is caring and careful but, for school aged children, is more limited than in a day school.

There are no set session times and pupils are constantly arriving and departing. Therefore, it is not possible to monitor when individual pupils leave the premises. It is expected that parents will give their children the same guidance about leaving Sydney Russell School as they would give about being 'out' from home

Visit our office: Community Music Service, Fanshawe Crescent, Dagenham, RM9 5QA

Office Hours: Monday-Friday 8am-2pm

Telephone 020 8270 6690 **Email** cmsoffice@lbbd.gov.uk

visit our websites www.lbbd.gov.uk/music www.bandmusichub.co.uk

CMS Price List

Individual tuition (1 pupil, 1 teacher)

£278.75* (per term) for 10 lessons of 30 minutes

£185.84* (per term) for 10 lessons of 20 minutes

Individual online lessons (1 pupil, 1 teacher)

£245.00* (per term) for 10 lessons of 30 minutes

Group tuition (up to 6 pupils in a group)

£167.50* (annual payment) for 30 lessons of 30 minutes

Ensembles**

£25* (per term) for 10 lessons of 40-45 minutes

** 2nd ensemble 25% reduction, 3rd ensemble 50% reduction,

Full remission of fees for eligible pupils.

Instrument hire insurance- £42* a year

*(Please note piano/keyboard, guitars & drum kit are **not** available for hire)*

After school lessons are held at

Sydney Russell Secondary School

Parsloes Avenue, Dagenham, RM9 5QT

Monday-Tuesday 4pm-6pm

**prices subject to change.*