



bennelongmusic

ABN: 15 490 605 731
Ph: 1800 788 639



HCC INSTRUMENTAL MUSIC ENROLMENT FORM 2021



“Excellence in Education”

Application Date: ___/___/___

STUDENT NAME:OF YEAR (2021)

INSTRUMENT:

STUDENT MOBILE:

Have you had lessons before? YES/NO How long?

Please TICK the relevant box/es

PRIVATE LESSON
\$40+gst (30 mins)

OR

SMALL GROUP LESSON
\$30+gst (30 mins - 3 Students)

MOTHER'S NAMEFATHER'S NAME.....

ADDRESS:

MOBILE PH: (MOTHER)(FATHER)

PARENT PREFERRED EMAIL

NO HOTMAIL (PLEASE PRINT CLEARLY. AN INVOICE WILL BE SENT TO THIS EMAIL ADDRESS)
THIS EMAIL ADDRESS)

STUDENT EMAIL:

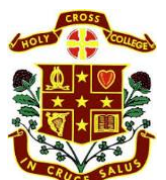
TERMS & CONDITIONS:

You must give at least 2 hours notice if a student is sick and not attending school in order for the lesson to be rescheduled. However, if a student does not attend a lesson without any advanced notice, the full lesson fee will still be charged. It is the student's responsibility to notify us (1800 788 639) of school events and exams that would affect the lesson time. If you are owed a make-up lesson from the current term, you will see a credit on the following invoice. If you decide to cease lessons, you must do so in writing, and before the end of the current enrolled term. Please note you are committed to a term of lessons even if you change your mind.

I have read and understand the terms & Conditions:

SIGNED: _____ NAME: _____

Scan or take a photo on your phone and EMAIL to: info@bennelongmusic.com.au
*** For faster processing, do not hand in to the school ***





"Excellence in Education"

TERMS & CONDITIONS 2021

Band & String Rehearsals – If your school has a band or string ensemble, rehearsals will take place before, during or after school for up to 1 hour:

Gladesville Public: **Mondays:** 7.40-8.40am Concert Band (Hall)

Wednesdays: 7.40-8.40am Training Band (Hall)

Killara Public: **Tuesdays:** 7.45-8.45am Junior Band (Hall)

Wednesdays: 8.00-9.00 Strings (music room) & 3.15-4.15pm Senior Band (Hall)

St Charles: **Mondays:** 7.45-8.45 Concert Band (Music Room)

OLQP: **Fridays:** 7.45-8.45am Concert Band (Music Room) **DEPENDING ON NUMBERS**

Holy Spirit: **Fridays:** 8.00 to 9.00am Concert Band (Music Room)

(timings may vary or change during the school year)

Group & Private lessons are available at the following schools:

Gladesville Public – After School from 3.15pm to 5.45pm Monday to Friday

Killara Public – After school from 3.15pm to 6.15pm Mondays, Tuesdays & Wednesdays

St Charles – During school hours Mondays and Tuesdays

OLQP – During school hours Fridays

Holy Spirit – During school hours, Mondays, Tuesdays and Wednesdays

(timings may vary or change during the school year)

Band Only - Students enrolled in 'band only' can only do so if they are having private lessons with an experienced and fully qualified local teacher.

Accessories – all students require a tutor book for band and lessons. This will be provided by Bennelong Music. Clarinet & Saxophone players will need a steady supply of reeds and brass instruments will need valve oil/slide grease. Guitars and violins will need replacement strings occasionally. Drummers will need sticks. We also recommend you purchase a music stand for practice.

Practice - along with school-based rehearsal & tuition, it is expected that students will spend regular time at home practicing their instrument. At least 4 x 20-minute practices are required to satisfactorily revise each weeks' tuition, perhaps more if a student is doing exams.

Fees – band and lessons are provided on a *term-by-term* basis with a term typically consisting of 9-11 lessons and it will be assumed that you are continuing for the school year unless you advise us otherwise in writing. Fees are payable at the **commencement** of each term and includes all tutorials/band rehearsals and performances for the term. If a public holiday, pupil free day or other 'whole school' activity occurs, a make-up lesson or credit will be applied. This does not apply to band as there will be additional rehearsals throughout the year in preparation for concerts and performances. If your child is in a group lesson, you may or may not receive a make-up lesson depending on whether the 'whole school' activity involves **all** group members.

Payment – an invoice will be emailed to you at the beginning of each term. We accept EFT, credit card or cash. We do not accept cheques. You will incur a late fee of \$25+gst, and your child may be excluded from rehearsals and lessons if unpaid. All unpaid accounts at the end of each term are sent to a debt recovery agency. All costs involved in this process will be passed on to the debtor.

We do accept weekly payments if you have hardship. Please ask us about this.

Student Absences – please note that tuition is a 'full term' commitment as we employ teaching staff for a full term in advance. Due to the nature of group lessons, individual student absences *cannot* be made up. As such, no refund is provided for student absences.

Teacher Absences – if a teacher cannot be present for a lesson, a substitute teacher will be appointed. Where a substitute teacher cannot be appointed, a credit will be applied to your account on your next invoice or a make-up lesson offered if available.

Withdrawal – minimum commitment for tuition is 1 term. Notice of withdrawal must be given to Bennelong Music in writing *before* the end of the current term enrolled. Otherwise, the next term will be invoiced, and you may be subject to a cancellation fee of \$25 (+ GST). **No refund is given for mid-term withdrawal.**

Correspondence – enrolment, and general enquiries should be directed to Bennelong Music office:

info@bennelongmusic.com.au

Ph: 1800 788 639 (9am to 3.30pm Monday to Friday).

The office of the school your child attends will not be responsible for handling Bennelong Music business. Notes sent to school offices often take several days to arrive at Bennelong Music main office, so be sure to contact us directly.

Accounts enquiries to: accounts@bennelongmusic.com.au

Enrolment Fee – a \$25+gst enrolment fee will be charged to all students who enroll **after** December 19th, 2019 (last day of term). As teachers are allocated to schools and timetables finalised in early January, late enrolments are very disruptive to this process and this fee covers some of the extra administrative work to include these late enrolments.

Concert Prep, Resources & Books Fee – all students will be charged \$44 per term. This covers 'general' resources such as sheet music, photocopying, music stands, percussion, amplifiers, keyboards, music books (**not AMEB**), diaries, 'general' instrument repairs for school-based stock and all concert administration. It may also assist in hire charges for use of practice rooms.

Photography – Bennelong Music sometimes uses photographs of students on it's website, in brochures, newsletters and other promotional material. No personal details or surnames will be used, and photos are used in accordance with Bennelong Music's 'Child-safe, Child-friendly' policy. If you do not wish Bennelong Music to display photographs of your child, please notify us in writing via email.

Bennelong Music Teachers – all of our teachers carry a "Working with Children Check" identity number. They are also qualified professionals.

Website – you can access a variety of information on our website, including teacher profiles:

<http://www.bennelongmusic.com.au>

TUITION COSTS

Band Tuition: \$15 +gst per lesson (includes all concerts)

String Ensemble: \$15 +gst per lesson (includes all concerts)

Private Lesson - \$40 +gst each (30 mins)

Small Group Lesson (3 per group) - \$30 +gst each (30 mins)

Concerts, Resources & Books Fee Per Term - \$40 + gst (= \$4.40 per week)

HIRE

We offer the following instruments for hire on a term-by-term basis:

Saxophones (soprano/alto/tenor) - \$120-\$150 + GST

Flutes - \$120 + GST

Trumpets - \$75 + GST

Trombones - \$75 + GST

Clarinets - \$120 + GST

Acoustic Guitars - \$50 + GST

Electric Guitars - \$55 (+ \$25 for amp) + GST

Acoustic & Electric Drums - \$120 + GST

Keyboards (66+ keys) - \$60 + GST

Weighted Keyboard & stand (88 keys) - \$100 + GST

Violins - \$75 + GST

Cellos & Double Bases POA

Please indicate on your enrolment form if you would like to hire an instrument and we will send you an application form...**Thank you.**