



## MUSIC DEPARTMENT PARENT AND STUDENT HANDBOOK 2023



*Music is to be fun, life enriching and an academically stimulating pursuit for as many students at Kingsway as possible.*

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## Welcome

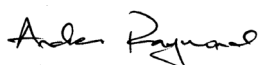
Music is an expression of human experience and has a universal place in every culture across the globe and throughout history. Put simply, it is one of life's great joys and a gift from God. Music has the capacity to engage, inspire and enrich, stimulating imaginative and innovative responses and fostering critical thinking and aesthetic understanding.

At Kingsway we offer many different experiences and opportunities in the Music Department and I encourage you and your children to get involved. This booklet is designed to give you a better understanding of how the Music Department operates in order to make Music as pleasurable an experience as possible for all involved. Whilst much is required in terms of commitment, time and practice, the rewards are great and I am sure that you will see a positive difference in your child as a result of music in their lives.

There has been much research done that overwhelmingly supports the value of music education. In a nutshell, there are many benefits of music education, including:

- Neural Development – the brain is engaged in a unique way when playing music that is proven to improve brain development and learning outcomes across other subjects
- Language – learning to read and play music has a marked impact on student's development of language skills including literacy, comprehension and reading
- Executive Function – these “grown up” skills include things such as planning, teamwork, empathy, problem solving, self-regulation etc
- Social Skills – social cohesion, engagement, inclusion, non-verbal skills, psychological wellbeing etc

My vision is to see as many students as possible engaged in music whilst at school, learning lifelong skills that will enable students to enjoy and pursue music both at school and in the wider community.



Andrew Raymond

Head of Music

***Sing unto him a new song, play skillfully...***

**Psalm 33.3**

## Overview of Music at Kingsway Christian College

Studying music provides the basis for significant lifelong engagement and enjoyment. Our Music Programme offering is based upon three integrated areas, all of equal importance:

- Music Curriculum (classroom based courses)
- Music Tuition (individual and group instrumental music lessons)
- Music Ensemble (bands, choirs, string ensembles and other music groups)

All students in the Primary school attend classroom music from Year 1 to Year 6. This is a mixture of listening, creating and performing and develops basic music literacy skills.

Instrumental lessons are offered to all at an extra cost and lessons are available on all the orchestral and mainstream instruments and voice.

We have many different music ensembles and all students who learn through the school are expected to belong to the appropriate group. Any student who loves singing is welcome in the appropriate choir, and any student who is learning an instrument (privately) is also encouraged to belong to the appropriate school music ensemble.

Further details on what we offer is outlined below.

### Staff

Mr Andrew Raymond – Head of Music K-Y12

Miss Jessica Khoo – Music Teacher

Miss Anne Phillips – Music Teacher and Woodwind Tutor

Mrs Sharon Davis - Primary Music Teacher

Mrs Steph Adams – Primary Music Teacher

Mrs Sandra McKenna – Music Administration

Mrs Liza Nicholls – Music Assistant

### Music Tutors as of January 2023

Mr Jayden Blockley – Saxophone

Miss Maria Ceccarelli – Piano

Miss Kamila Dos Santos – Cello

Mr Matthew Knight – Trumpet

Mrs Eleanor Milne – Voice

Miss Anne Phillips – Woodwind

Mr Andrew Raymond – Low Brass

Mr Daniel Toal – Guitar and Drums

Miss Flavia Todea – Violin and Viola

## Music Department Policy

### Instrumental Music Lessons

Instruments offered for tuition are:

- Cello
- Clarinet
- Electric Bass
- Flute
- Guitar
- Percussion/Drum Kit
- Piano
- Saxophone – Alto and Tenor
- Trombone
- Trumpet
- Tuba
- Violin
- Viola
- Voice



Lessons are 40 minutes unless an agreed shorter length is negotiated for younger students (lower Primary years).

Group lessons may be available on certain instruments when there are two or more students of a similar standard wanting them. This is a more affordable option for parents but requires approval from the tutor concerned.

Tutors strive to deliver 32 lessons across the school year, but if need be, billing will be adjusted to the number of lessons provided later in the year.

### Commitment to lessons

- Students are expected to commit to lessons for the entire year.
- Should the student need to withdraw from lessons for unforeseen reasons, written notice must be given to the tutor **by week 8 of the preceding term**. When no such notice is given, tutors are entitled to charge half the term fees, in lieu of notice.
- Lessons will not be conducted during school holidays and public holidays and will not be charged for.
- Lessons will be timetabled on a rotating schedule during school time, so the same class is not missed each week.
- **Students having instrumental lessons through KCC will be expected to support the school by joining the appropriate school ensemble for their instrument.**

## Missed lessons

- Peripatetic tutors may arrange make up lessons for public holidays, sick days or missed lessons at their discretion. These make up lessons would be communicated to the parents and student in writing (email or sms etc).
- Missed group lessons will not be made up by the tutor if the lesson has been delivered to the rest of the group.
- It is the Parent/Guardian and student responsibility to inform their Music Tutor at least the day prior if a lesson will be missed due to illness, tests or school activities (such as excursions). If this notice is not given, then the lesson will be charged for and a make up lesson will not be given. If sufficient notice is given, the Music Tutor will reschedule the lesson for another time or day. This may not necessarily happen the same week, but before the end of the year. The correct number of lessons will have been taught for what you were charged or an adjustment will be made to your school fees.

Music Tutors have access to the Kingsway Christian College school calendar and every effort is made to notify them of school events that will impact on lessons. However, as a courtesy and 'back up', it is imperative that you also notify the Music Tutor of any reason that the student will miss a scheduled lesson (even for a school event). Lessons missed due to a personal holiday are not able to be made up or refunded; this is the same policy as for school fees.

If you need to communicate with your child's tutor, and this is encouraged, then phone, SMS, email or use the Music Diary. Most tutors have a preferred way of communicating and will write this in the front of the Music Diary when your child commences lessons.

## Payment of Fees

- Fees are due at the beginning of each term and billed directly by the school on the school invoice
- Failure to provide fees will result in suspension/cancellation of lessons.
- Fees for 2023 are:
  - 40 minute individual lesson: \$51.50
  - 40 minute group lesson (where available): \$25.75
  - 30 minute individual lesson: \$38.00 (only available to K-Yr 2 students)

If you have any questions regarding the expectations above, please contact Mr Andrew Raymond, Head of Music ([andrew.raymond@kcc.wa.edu.au](mailto:andrew.raymond@kcc.wa.edu.au)).

## Enrolment

Enrolment in lessons is by completing the Music Tuition Application Form. The form is at the back of this document and is also available in the Parent Lounge.

## Automatic Rollover

Lessons will automatically continue from term to term and year to year unless we receive written notification of withdrawal. Parents will be liable to pay for the following terms tuition if notification has not been received by the required cut off date (week 8 of the preceding term)

**Withdrawal**

Withdrawal from lessons must be in writing to the Head of Music (or music administrator) by week 8 of the preceding term. The email address [music@kcc.wa.edu.au](mailto:music@kcc.wa.edu.au) will send to both these people.

**Instrument hire**

Whilst it is ideal for students to play on their own instruments, the school does have some for hire. This is a service that allows for the opportunity to try an instrument for a period without the cost of purchasing.

Instrument hire is available at \$90 per term for the following instruments: flute, clarinet, alto and tenor saxophone, trumpet and trombone. Please note that pianos, guitars and percussion are not available for hire.

**Instrument Care and Maintenance**

If an instrument is not working properly, please bring this to the attention of the Music Tutor. Please **do not** try to repair the instrument yourself. Instruments hired from School will only be repaired by our recommended repairer. Parents will be required to pay for the repairs when they are a result of poor treatment. Normal wear and tear will be paid for by the school.

Please keep instruments clean and in good working order (oil slides, valves and wash the instrument as per the tutor's instructions).





## **Ensemble Participation**

Playing music with others not only develops a whole new set of musical skills, but is fun and can be a big motivator to practise more at home. I firmly believe that playing in groups is fundamental to good musicianship, and also gives back to the school community.

Students in Years 3-12 having lessons through school are required to be in the appropriate core ensemble for their instrument. The appropriate ensemble is determined according to the student's skill level. Any involvement in extra groups beyond the compulsory (core) ensemble is the choice of the student and parent.

Pianists and guitarists have somewhat limited opportunities to play in ensembles due to the nature of the instrument. Pianists have some opportunity to play percussion in the concert bands, and limited places on piano in other groups such as swing band. Guitarists have limited places in the swing band and worship band. Singing in the choir is a valuable ensemble experience for those who don't make it into a group with guitar or piano.

All students are strongly encouraged to be in the choir as singing is one of the best ways to develop musicianship. Students having voice lessons must be in a choir. All WACE Music students (Years 11 and 12) are strongly encouraged to be in the Senior Vocal Ensemble.

Ensemble playing is a very important part of Music Education at Kingsway Christian College and those students not willing to participate in ensembles are unable to continue having lessons at school and are advised to seek private tuition outside the school.

Students who are not actively taking music lessons are not permitted to be in instrumental ensembles. Exceptions may be made in the case of Year 12 students who have demonstrated expertise and commitment in the years leading up to Year 12.

### **Core ensembles**

String players are expected to belong to the Primary Strings (Primary Years) or Strings Plus (Years 8-12) or according to their ability.

Wind, Brass and Percussion students are expected to belong to the Year 5 Blast Off Band, Junior Concert Band (Years 6-8) or Senior Concert Band (Years 9-12).

All interested students are welcome to join the choirs. These are Primary Choir (Years 3-6), Vocal Ensemble (Years 7-9) and Senior Vocal Ensemble (Years 10-12).

### **Elective ensembles**

Other groups that students may join as well as the core groups include the Worship Band, Swing Band, Flute Ensemble and Clarinet Ensemble.

## Rehearsal schedule (2022)

DAY	AM/PM	ENSEMBLE	TIME	LOCATION	ENSEMBLE DIRECTOR
Monday	AM	Worship Band Year 5 Blast Off Band	7:30 – 8.30 8.00-8.40am	Music Studio 2 Music Studio 1	TBA Mr Raymond/Miss Phillips
	PM	NO REHEARSAL			
Tuesday	AM	Primary String Ensemble	7.45-8.30am	Music Studio 1	Miss K Dos Santos
	PM	Strings Plus	3.30 – 4.30pm	Music Studio 1	Miss K Dos Santos
Wednesday	AM	Primary Choir	8.00-8.45am	Primary Music Room	TBA
	PM	Senior Concert Band	3:30-5:00pm	Music Studio 1	Mr A Raymond
Thursday	AM	Swing Band	7.30-8.30am	Music Studio 1	Mr A Raymond
		Junior Vocal Ensemble	7.30-8.30am	Secondary Drama Room	Miss J Khoo
		Flute/Clarinet Ensemble	8.00-8.45am	Music Studio 2	Miss A Phillips
Friday	PM	NO REHEARSAL			
	AM	Junior Concert Band Senior Vocal Ensemble	7.30-8.30am 7.30-8.30am	Music Studio 1 Music Studio 2	Miss A Phillips Miss J Khoo

## Class Music

All Primary students attend class music lessons with the Primary Music Specialists.

From Year 7 upwards, music is an elective subject. Students learning an instrument through the school are expected to take class music as it will enhance their skills and broaden their understanding of music. The Semester long Music Production option is for students with limited music background to have experiences making and listening to music and deepening their understanding of it.

The year long Music option allows students who play an instrument to really further their knowledge and use their instrument in class to create and play with other like minded students. All students taking instrumental music lessons are strongly encouraged to take the Music Class option.

In Year 11 and Year 12 we offer both the General Music course and the newly revised ATAR Music course. Students intending to take Music in Year 11 and Year 12 need to have studied class music in Lower school.



## Year 5 Instrumental Program

The Year 5 “Blast Off Band” program. Kingsway Christian College offers students in Year 5 the wonderful opportunity to learn a concert band instrument and play in a band together. The program will start a balanced concert band (flutes, clarinets, trumpets, trombones, tuba and percussion) and students receive lessons on their instrument in small groups and attend band practise each week. In order to start a properly balanced band, not everyone will necessarily get their first instrument preference, but we will try to accommodate as best as possible.

The instrument and lessons are provided free by the school for the duration of the program. There will be a concert by the band to mark the end of the program at which point parents will be encouraged to continue with lessons at their own cost. Most successful music schools have similar programs to ensure that they are developing musicians to play in the school ensembles.



## Parent involvement and support

Success in learning music is dependent on supportive parents. Unlike many things in today's world, music is not "instant" and for this reason it develops perseverance and resilience. Encouragement and help in establishing a practice routine is key to success.

Some tips for helping with musical success include:

Establish a routine

- A little often (say 20 minutes per day) is far better than just one or two longer sessions in a week.
- Try to practise at a regular time each day to establish a routine.
- Within each practice session, try to do the following:
  - Do some warm-up exercises (as per the tutor's guidance)
  - Work on technical advancement - scales, arpeggios, articulation and tone etc
  - Work on pieces - don't just play them. Break them down and repeat the difficult sections.
  - Work on ensemble music in the same way as you would your regular pieces.
  - Finish your routine practice by playing your favourite piece of music for enjoyment as a reward for the hard work you have just done.

Recognized strategies to help with music are:

- Isolate hard passages (chunking - break the piece down into chunks and focus particularly on the hard bits)
- Slow down – slowing down to play with accuracy gives the brain more time to think and builds those neural pathways faster. Make use of a metronome to help with this.
- Repetition with rest. Playing small passages over and over but taking regular breaks or playing other things in between helps with learning.

Other tips:

- Use a metronome.
- Play for family and friends when you can – it will help with controlling nerves for other public performances.
- Play with and without sheet music – use your ear and play along to recordings you love.
- Record yourself and play it back to give and get constructive feedback.
- Stay relaxed – good posture and technique is how the experts make it look so easy!
- Finger practise without playing your instrument—research shows that mental practice away from the instrument is equally effective as actual practice.
- Reinforce 100% accuracy...don't allow yourself to make mistakes, your brain will remember them!
- Mix it up so that you are covering many different aspects of music through the week.

In Conclusion:

Keep a balance—there is always more that you could do, so set goals and enjoy the achievement as you reach your goals. Stick to your practise times and don't let yourself get frustrated if it feels like you're not improving—trust the process.

# APPLICATION TO COMMENCE INSTRUMENT TUITION



I wish to apply on behalf of my son/daughter

Name: \_\_\_\_\_ Year/Class: \_\_\_\_\_ (in 2023)

to commence tuition on the following instrument. \_\_\_\_\_

He/she has previously studied \_\_\_\_\_ for \_\_\_\_\_ years.

\_\_\_\_\_ for \_\_\_\_\_ years.

- ☐ We currently have an instrument for practicing
- ☐ We plan to purchase an instrument
- ☐ We plan to hire an instrument externally
- ☐ We would like to hire an instrument from the College

## *Payment of Music Tuition*

Music Tuition fees will be billed at the same time as College Tuition and Membership fees, with payment being due in full by the end of the first week of each new term. Where school fees are paid by Direct Debit arrangement, Music fees are to be included in the Direct Debit payment amount.

## *Declaration*

I/We acknowledge that I am liable/we are jointly and severally liable for all instrument tuition fees stated in each school account relating to the child covered under this application. I/We acknowledge, having read and understood the conditions of enrolment as contained in the Music Handbook.

**I have signed the contract on the reverse side.**

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Mobile: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to College Reception: Attention Mr Andrew Raymond or email [music@kcc.wa.edu.au](mailto:music@kcc.wa.edu.au)

- Fees for 2023 are:
  - 40 minute individual lesson: \$51.50
  - 40 minute group lesson (where available): \$25.75
  - 30 minute individual lesson: \$38.00 (only available to K-Yr 2 students)

## INSTRUMENTAL MUSIC LESSON CONTRACT

This form clearly explains policies and the expectations of parents and students with regards to the instrumental music tuition program.

***This form must be signed and returned with the lesson application.***

By signing this form, you are agreeing to the following:

1. You have thoroughly read and understood the Music handbook.
2. Music fees are non-refundable
3. You are aware of the fee structure and are aware of these charges according to lesson duration.
4. Music fees will be billed at the same time as College Tuition and Membership fees at the commencement of each term. Payment can be made in full for the term or by direct debit (weekly, fortnightly or monthly by arrangement with Corporate Services).
5. You acknowledge that notification of withdrawal (from tuition) must be received in writing *by week 8 before the end of the term*. **Failure to do so will result in a 5 lesson fee being charged.**
6. Credits for missed lessons will only be given due to tutor absence, when the tutor is unable to reschedule the lesson.
7. Parents *MUST* inform the tutor **prior to 5pm the day before the lesson** if the student is not going to be at their lesson due to illness or appointments etc. Failure to do so will result in *NO make-up lesson* and the lesson will be charged as usual.
8. You are aware that once an instrumental student is deemed capable, they ***will be required to participate in one of the College's ensembles***. Since many of these rehearsals occur outside of school time, it is important that students are punctual and suitably equipped.
9. During the course of the year, several concerts and public performances will be scheduled. These events are compulsory for all students involved and every effort must be made to ensure that they are available for these events. Parental attendance is highly valued at these concerts.

Student Name: \_\_\_\_\_ Year/class: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Instrument: \_\_\_\_\_ Date: \_\_\_\_\_

## REQUEST TO WITHDRAW FROM TUITION

**Written notification must be received by week 8 of the preceding term.**



I hereby confirm the withdrawal of my son/daughter from tuition at the end of Term \_\_\_\_\_ (2023).

NAME: \_\_\_\_\_

YEAR/CLASS: \_\_\_\_\_

From tuition on the following instrument: \_\_\_\_\_

Name of tutor: \_\_\_\_\_

- ☐ We have notified the tutor concerned
- ☐ Have returned the hired instrument (if applicable)

**I have read and understood the conditions of lesson withdrawal and acknowledge my child's intent to terminate lessons at the end of this term.**

Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Please return to College Reception: Attention Mr Andrew Raymond

157 Kingsway, DARCH 6065

Telephone: 9302 8777

Email: Music@kcc.wa.edu.au