

Children's Services
Professional Development Centre
Woodside Road
Norwich
Norfolk NR7 9QL
Tel: (01603) 433276
Fax: (01603) 708074

Please ask for: Maureen Hanke

Email: music.service@norfolk.gov.uk

Contact Number: 01603 433276

Your ref:

Email: maureen.hanke@norfolk.gov.uk

My ref: MH/LW

Date: 30 April 2007

Dear Colleague

Norfolk Music Service Update

There have been many changes to the Music Service and this is now a good time to update all our customers. First I must confirm that giving our best service to schools for all children and young people remains uppermost in all our planning and strategies. We welcome feedback and suggestions about our service at any time, (especially if anyone has a good idea!)

Communication

Following the re-organisation the Music Service is now part of Early Years, Schools and Community known as the Community Development and Learning Team. We have also had a Service re-structure. All staff are available at the PDC Norwich but you may wish to narrow down the field by being able to ask for the appropriate member of staff:

- **Lynne Wright** is our Administrator. Jillian Tearoe and Diane Dann are no longer working for the Service. Lynne will be the first point of call on the 01603 433276 number or the Music Service e mail music.service@norfolk.gov.uk As you will appreciate she is very busy! We have some support from **Christine Slater** who is in the office on Wednesday, Thursday and Friday each week.
- **Julia Goehr** is now Music Service Co-ordinator and Team Leader for Strings. She will answer all enquiries about string teaching and any general enquiries about the music service e.g. ensembles, workshops, residential courses etc.
- **Ian Chopping** is a Team Leader and will answer all enquiries about percussion, brass and world percussion teaching.
- **Juliet Rickard** is a Team Leader and will answer all enquiries about woodwind teaching.
- **Ian Cooper** is a Team Leader and will answer all enquiries about guitars, the voice and keyboard teaching.

/continued

Instrumental Teaching Service

I wrote to everyone in December 2006 explaining our increase in charges. The County Council provides a generous subsidy for all our teaching and ensemble activities but in order to keep pace with the cost of PPA and workforce re-modelling an annual increase on our charges was unavoidable.

Instrumental teaching is now £26.00 per hour.

Instrumental hire remains as follows

- Instruments up to the value of £150 will cost £15.00 per term
- Instruments between the value of £150 and £400 will cost £25.00 per term
- Instruments over the value of £400 will cost £30.00 per term

All curriculum work (Early Years and Classroom teaching) is currently £30.00 per hour and will rise to £36.00 per hour from 1 September 2007.

Instrumental Charges

I enclose a summary of the new regulations regarding instrumental teaching. It is a very positive move by the Government enabling large groups to share the cost of a lesson. However please be aware that to get the best from a lesson the size of the group, the length of the lesson and the space allocated to them will need to be carefully planned.

Planning

Many are now used to the planning system that we operate. Every school identifies any dates in advance that they will not require teaching each term e.g. school visits, sports day, SATs etc. because **all schools will be automatically billed for each teaching week of the term unless we are told otherwise**. It is important therefore that you identify as soon as possible the weeks that you require instrumental teaching, copy the information to the Instrumental Teacher and send the information to the Music Service. I enclose a schedule form that can be used or you may prefer an electronic copy that our administrator is very happy to provide, please just ring her.

Similarly we can only make changes to the school charges at the half term breaks. This is particularly important if you want to reduce your teaching in school as the charges will remain until the next half term. Please explain that the pupil can only stop payment for the lessons at the next half term.

Widening Opportunities

Thank you to everyone who has sent in their requests. I will be contacting schools around the May Half Term about September arrangements.

Live Music Week

Letters will soon be in schools to request live concerts or recitals so do please apply quickly if you are interested as places soon fill up.

I am still based at the PDC for all Music Service enquiries and all curriculum advice and support.

Very best wishes for our continued partnership.

Guidance to accompany amendment to charging regulations for music tuition

What do the changes achieve?

The charging regulations for music tuition during the school day provides the possibility of tuition in groups of any appropriate size and allows charging for vocal tuition.

A number of instrumental learning activities – such as steel drumming – make little sense in groups of only up to four pupils and moving too soon from a whole class instrumental experience to a small group or individual one may not always be appropriate. Freeing up the group size for which charges may be made will allow instrumental and vocal teachers to make sensible choices as to group size based on pedagogy rather than economics.

The desired outcome is genuine equality of access and affordable tuition for all pupils who wish to continue to receive specialist tuition as part of enrichment activities. Enabling any appropriate sized group of pupils to be taught will also go some way towards addressing the shortfall in the number of specialist music teachers needed to achieve the Government's pledge of instrumental and vocal tuition for any primary school pupil who wants to learn and, where appropriate, allow more pupils to be taught at less cost per head.

What do the new regulations do?

The new regulations allow for music tuition, whether instrumental or vocal, to be charged for during the school day subject to the parent requesting the tuition.

What can be charged for?

Instrumental and vocal tuition and associated equipment such as instruments and music.

Key considerations as a result of the changes to the charging regulations

These changes mean that there are certain things which need to be considered when charges are made for music tuition, either vocal or instrumental, requested by a parent to take place during the school day. These are set out below:

- Decisions regarding group size should be taken on sound musical and educational grounds, and taking full account of health and safety issues.
- Decisions regarding lesson length should be taken on sound musical and educational grounds
- Charges relate to the period when pupils **choose** to participate in enrichment activities with specialist tutors.
- No pupil currently receiving music tuition should be disadvantaged by these new regulations.
- Remissions policies should make tuition affordable for all pupils. This should not include parents who choose to spend disposable income on other enrichment activities and are therefore not be able to 'afford' music tuition.

- Charges must not apply to the first programme in which the whole class engages with the KS2 programme of Instrumental and Vocal Tuition or Wider Opportunities.
- Charges should not result in a net surplus or 'profit'. i.e. a school should not be able to 'buy' specialist tuition at one rate and then charge parents more than it actually costs.
- Music tuition includes the cost of the tuition as well as any associated instrumental costs. Families who might be entitled to free music tuition should not be prevented from taking this up by the cost of purchasing or hiring specialist equipment.

What does this mean for parents?

If your child wants to learn a musical instrument or learn to sing during school hours with a specialist teacher he/she can request to do so through the school. The new charging regulations mean that specialist music teachers can offer lessons to more pupils as they can now teach more than four pupils in a group.

Following the Key Stage 2 programme of Instrumental and Vocal Tuition any child who would benefit from continuing to learn a musical instrument or from having specialist vocal tuition should be able to do so.

If your child has already been learning an instrument, the cost of learning may go down as more pupils can join the group resulting in a lower cost per head. The charge may stay the same if, for sound musical or educational reasons, it is considered better for the group size to remain as it is. If your child is already receiving music tuition for free then that should remain the same once the changes have been made to the regulations.

If your child is entitled to free school meals they will be entitled to some reduction in the charge for music tuition. This will also include a reduction in the costs associated with learning a musical instrument – for example the instrument or books required. Your child's school will be able to provide you with details of their policy regarding charging pupils who are entitled to free school meals.

What does this mean for schools?

You will need to look at the instrumental and vocal tuition happening in your school at the moment and review it in light of the new regulations. The regulations mean that now specialist music lessons, whether instrumental or vocal, which have been requested by parents can be charged for. The charges can now apply for individuals or groups of 2 or more. The only restriction on group size is that which is dictated by sound musical and educational principles, and taking full account of health and safety issues.

Your school will need to consider its remission policies in relation to children who are entitled to free school meals, looked after children, and you may also want to consider remission policies in relation to siblings who are receiving tuition.

For children who were receiving music tuition before September 2007 you will need to consider how these changes might affect them and ensure that they are not disadvantaged. For example, a pupil who was taught in a group of 4 but could now be taught in a group of 8 should benefit from the reduction in charges. Equally a pupil who benefited from a remissions policy before September 2007 or was receiving tuition in a group larger than 4, or vocal tuition, for which charges could not previously be made,

should continue to benefit if appropriate.

When deciding what group sizes are appropriate you will need to consider:

- The instrument being learnt
- The level of the children
- The size of the room
- The potential noise levels generated
- The number of teachers and other responsible adults present

It may be educationally sound to teach one instrument in a group of 15 but it may not be educationally acceptable to teach a different instrument in a group of more than 5.

The first trial period whereby the whole class engages with the Instrumental and Vocal Tuition programme at Key Stage 2 should not be charged for.

Determining cost, group size and lesson length

Determining these three factors will be based on a number of sound educational principles to ensure that children who are accessing music tuition receive the best educational experience.

Decisions should not be based on economics but on what best meets the needs of the children in question. Group size will depend on the instrument being played, the size of the room, the level the children are at and the noise levels generated by different numbers of pupils learning that instrument. A blanket approach to music tuition will not work as it may be possible to teach one instrument in a group of 15 but another instrument, due to space issues or noise levels, might only be taught in groups of 5. Equally a shorter lesson might be fine for a one to one lesson but in a larger group could mean that children actually get very little from the lesson.

You should work with the specialist teachers and your Local Authority Music Service or other provider to help decide how best to determine these factors.

SEN, Gifted and Talent

The needs of these pupils will have to be considered to ensure that they receive the best educational experience and that all their needs are met. Access to suitable opportunities and to progression routes will need to be identified.

Ensembles and Vocal Groups

Many of the benefits of learning a musical instrument come from playing and singing with others. Due consideration should be given to access to such groups for all children.

Teaching Schedule

Name:

Day	School	Date of First Visit	Date of Last Visit	Hrs Mins per week		Bursary	Type of teaching
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							