

**HARROGATE MUSIC CENTRE  
Enrolment Form 2011/12**

DATE COMMENCED \_\_\_\_\_

ENSEMBLE: \_\_\_\_\_

INSTRUMENT: \_\_\_\_\_ CURRENT GRADE \_\_\_\_\_

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

MALE/FEMALE: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

POSTCODE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SCHOOL: \_\_\_\_\_ SCHOOL YEAR (e.g. Y5) \_\_\_\_\_

INSTRUMENTAL TEACHER'S NAME: \_\_\_\_\_ SCHOOL/PRIVATE LESSON (delete as appropriate)

DO YOU HAVE ANY BROTHERS/SISTERS AT MUSIC CENTRE? YES/NO

DO YOU USE A MUSIC CENTRE INSTRUMENT? YES/NO SERIAL NO. \_\_\_\_\_

ARE THERE ANY MEDICAL PROBLEMS THAT WE SHOULD BE AWARE OF?  
(e.g. Asthma attacks, use of Epi-pen & self-treatment)

\_\_\_\_\_

Emergency Contact Number \_\_\_\_\_

In case of Emergency do we have your permission to take any appropriate action

Yes/No \_\_\_\_\_

I certify that the above information is correct and accept and agree to be bound by the terms and conditions accompanying this form.

Signed \_\_\_\_\_ (Parent/Guardian).

How did you hear about Harrogate Music Centre? \_\_\_\_\_

Details of Music Centre fees can be obtained from the Music Centre Office, Tel: 01609 534980. Please note that half a term's notice is required for termination of Music Centre membership.

PLEASE COMPLETE ALL OF THIS FORM & ENSURE THAT YOU HAVE COMPLETED THE ENCLOSED PHOTO CONSENT FORM

**THE PROGRESSION OF A MUSIC CENTRE STUDENT IS AT THE DISCRETION OF THE MUSIC CENTRE STAFF WHO WILL TAKE INTO ACCOUNT FACTORS INCLUDING AGE AND ABILITY.**

# NORTH YORKSHIRE COUNTY MUSIC SERVICE

## ***Terms and Conditions upon which instrumental tuition is made available***

1. A guaranteed minimum of 28 lessons per year will be provided – though every effort will be made to provide 30. The aim is to provide 10 lessons per term - but this may vary due to external circumstances beyond our control – eg disproportionate term lengths due to the date on which Easter falls, or unforeseen absence or unavailability of a teacher.
2. Lessons will last for a minimum of twenty minutes and a maximum of thirty minutes. The legal maximum group size of four has been removed from the Education Act 1996 and, subject to confirmation of the new regulations tuition will be delivered in small (Standard) groups of an appropriate size, determined in accordance with good educational practice. Standard Group lessons will be provided unless parent or guardian elected otherwise.
3. Lessons will generally take place during the normal school day. It may, exceptionally and subject to availability, be possible to schedule lessons for lunch times or after school.
4. Payment terms: fees will be payable termly, in advance, with an option to spread the annual cost over a nine month period by Direct Debit. It will, additionally, be possible to make payments by other means and over different periods subject to agreement. Details are obtainable on request.
5. Pupils will be expected to attend all instrumental lessons.
6. Where, through illness, a pupil is absent for three or more consecutive lessons a credit will be allowed in respect of fees for lessons missed. There will be no other refunds made except in circumstances where, due to the absence or unavailability of a teacher, the requisite number of lessons cannot be achieved.
7. In the event that a parent wishes to give notice that lessons are not to continue this must be received in writing at County Music Service, White Rose House, Thurston Road, Northallerton, DL6 2NA. The periods required are: during the first term in which tuition is received one month and thereafter a minimum of half a term.  
*NB - No refund will be given for payments made for the remainder of the lessons in the term in which notice is given even though the lessons are discontinued by notice before the end of that term.*
- 7a. In respect of Music Centre activities (out of school ensembles or theory classes) termination of membership is likewise subject to written notice of a minimum of half a term.
8. Having initially satisfied the school and the relevant instrumental teacher of their musical aptitude and subject to the availability of the Authority to provide suitable tuition, pupils may continue their lessons until further notice unless their rate of progress, poor attendance or conduct render this inappropriate.
9. Remission Schemes

**Sibling discount** – a discount of £5.00 per term will be allowed for a second sibling in the same family receiving instrumental tuition. The discount will similarly be £10.00 per term for third and subsequent pupils. (These discounts are restricted to tuition on one instrument per child.)

**Income Support, Job Seekers Allowance (Income Based), Income-Related Employment and Support Allowance, Child Tax Credit with annual income below £16,190\*\* as stated on Award letter and not receiving Working Tax Credit, or otherwise eligible for Free School Meals ( Guarantee element of State Pension Credit / Support under Part VI of the Immigration and Asylum Act 1999 ) \*\*\*** – eligibility entitles claimants, subject to documentary proof of their entitlement, to learn one instrument in a Standard Group at no cost. Tuition on any further instruments will be chargeable at the full rate applicable for such lessons at the time.

Individual 20 minute lessons can be made available to pupils in this category at nil cost who, in the opinion of their peripatetic instrumental teacher, have reached a playing standard equivalent to Associated Board Grade 6.

**Working Tax Credit \*\*\*** – eligibility entitles claimants, subject to documentary proof of their entitlement, to learn one instrument in a Standard Group at a discount of 30%. Tuition on any further instruments will be similarly chargeable at the full rate applicable for such lessons at the time.

Individual 20 minute lessons can be made available to pupils in this category at 30% discount who, in the opinion of their peripatetic instrumental teacher, have reached a playing standard equivalent to Associated Board Grade 6.

\*\* £16,190 annual income value applicable from 6 April 2010 / \*\*\* Job Seekers Allowance (Contribution Based) or Child Tax Credit with annual income of £16,190, or over as stated on the Award letter does not confer eligibility for reduced fees.



**North**

**Yorkshire County Council**

Dear Parent or Guardian,

**CONSENT FORM TO USE AN IMAGE OR PHOTOGRAPH**

- Photographs and Images:* Increasingly, computers and related technology are making it easier to use pictures and images in printed materials or on websites. As more and more people now have home computers we need to take steps to prevent photographs and images being wrongly used. We take the issue of child safety very seriously and will not use an image of your child without your prior consent. This is a general consent form to enable the Music Service, official County Council photographers or authorised press photographers to take and use photographs of your child individually or in a group. There may be occasions when it is intended to use a photograph or image that identifies your child by name e.g. as part of a newspaper article, or is to be used in a particular context. In these instances you can indicate whether you would be happy for us to use our discretion in the matter or whether you require the Service to seek your specific permission.
- Videos:* Although there is no difference in the principle of use of electronic images on a website and use in a video, some parents/guardians may have concerns about other individuals videoing their child while participating in musical activities. Therefore, it is proposed to give you the opportunity to withdraw your child from activities where videoing will be allowed by the Music Service.

Please use BLOCK CAPITALS

<b>Name of child:</b>			
<b>Name of parent or guardian:</b>			
1. Photographs and Images: I consent to my child appearing in photographs being used in printed information, displays, Music Service exhibitions and promotional literature. I understand that this image will <b>NOT</b> be used for anything that may cause offence, embarrassment or distress for the child or their parent or guardian: for example, drug/alcohol abuse, child abuse, etc.		<b>Please delete as applicable</b> <b>Yes/No</b> <i>(If yes, please tick whichever of the following three statements apply)</i>	
I give permission for the Service to use discretion in the use of photographs that identify my child by name, <b>or</b>			
I require the Service to obtain my permission before using photographs that identify my child by name, <b>or</b>			
I do not want the Service to use any photographs that identify my child by name.			
I consent to my child appearing in images being used on the Service's web site on the basis that such images will <u>not</u> identify my child by name.		<b>Yes/No</b>	
2. Videos: I understand that from time to time the Service will allow some activities to be videoed. In such circumstances I consent to my child participating in those activities.		<b>Yes/No</b>	
<b>Signature of parent or guardian:</b>			
<b>Relationship to the child:</b>		<b>Date (Day/Month/Year):</b>	

**Please note:** This consent is considered valid for the time your child is registered for any activity with the Music Service unless you specifically inform the Service in writing of withdrawal of consent. Some photographs and images may be retained by the Service as part of its historical record. If, once he/she has left the school, you or he/she wish to have destroyed any photograph or image showing your child individually, you should inform the Service in writing.