

# **Buddina State School**

## **Instrumental Music Handbook**

 

#  2022

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**WELCOME**

Music is a unique and integral part of life. It has the capacity to inspire all students' creativity and imagination, engage them in the art of expression, immerse them in a language and history that is rich in culture, provide them with opportunities beyond the classroom and excite them about life and learning.

The skills, concepts and attitudes that students acquire as a result of music education benefit them not only during their schooling but also in the years beyond, whatever their chosen career path.

To find out how playing an instrument positively affects and improves brain function, discipline, learning, problem solving, attention span, memory, social responsibility and much more head to the Bigger, Better Brains website. [www.biggerbetterbrains.com](http://www.biggerbetterbrains.com) or [Did You Know](https://www.youtube.com/watch?v=1njTXx47vHs)

The overarching purpose of the Instrumental Music Program is to provide students with the opportunity to become musicians and experience the expressive qualities of music through learning to play a band or orchestral instrument in group lessons and to participate in performance ensembles such as concert bands and orchestras.

**FAMILY COMMITMENT**

Before committing to a position in the program it is advisable to read this handbook and discuss the requirements with your child and family members. Commitment is required from both the student and the parent/guardian. Involvement in instrumental music affects the daily lifestyle of the whole family. Students require a suitable place in the home for 15- 30 minutes or more of quality practice a minimum of 3-5 times per week. There will also be outside school hour’s rehearsals on a weekly basis as well as performances commitments.

**PARENT & STUDENT CONTRACT**

Students are initially expected to give a commitment to the program for a minimum of one year with the expectation that they continue through to the end of their schooling.

Both Parents/Guardians and Students are asked to sign the Instrumental Music Participation and Commitment Contract (located at the back of this booklet). Please read carefully and discuss with your child.

**INSTRUMENTAL PROGRAM**

The Queensland State Schools Instrumental Music Program is a comprehensive tuition program in which students learn orchestral or band instruments. It provides an extra dimension to a school music program ensuring that educational outcomes are maximised for all students. It provides the opportunity for musical development of students through instrumental instruction on a group basis and ensemble and performance experience.

**PRINCIPLES OF THE PROGRAM**

* Group tuition on orchestral or band instruments following the Queensland Instrumental Music Curriculum
* Provision of ensemble participation and performance experience
* Continuing students are to have at least two contact periods per week, one in a group instrumental lesson and at least one in an ensemble rehearsal
* The minimum number of students per lesson group will be no fewer than 3 and will not exceed 10. Under NO circumstances are students to be taught individually
* The duration of the lesson should be not less than 30 minutes. Timetabling and grouping is at the discretion of the IM teacher and Principal

**SELECTION OF STUDENTS**

Student in Years 4 – 12 (woodwind, brass, percussion) or in Years 3 – 12 (strings) are eligible to be considered for enrolment into the instrumental program. Students are selected for entry into the program through the recruitment process in the preceding year. All year 2 (strings) and Year 3 (band) student have equal opportunity during the recruitment process.

This may include:

* General music aptitude test
* Responsibility, organisation, academic and behaviour ability as assessed by the class teachers
* Physical suitability for particular instruments
* A knowledge and acceptance of the expectations of the program and home support
* Instrument availability
* The need to recruit a balanced group of instruments
* Teacher time allocation

Students may make instrument choices based on:

* Seeing and hearing the instruments played
* Knowing the type of music the instrument plays
* Information provided around the challenges of each instrument including getting the instrument to and from school

IMPORTANT NOTE:

N.B. Students are not allowed to change in between (band and string) programs. Students are not permitted to change

In order to maximise equitable student access to the instrumental music program, children who have already participated in the strings program commencing in year 3 would not then be offered another place or be permitted to swap into the Band Program (woodwind, brass, percussion) in year 4. If your child is particularly keen on playing a band instrument it is advisable to forego a string offer and wait. Please note however, that a declined offer of a strings placement does not guarantee an automatic placement into the band program. The student will need to undergo the same testing procedure before a place is offered.

**LESSONS**

* Group lessons run for 30 minutes, once a week during class time on a **rotating** timetable. Student leave their regular class to attend these lessons. It is the students’ responsibility to catch up on any class work they may have missed.
* Lesson timetables are displayed on the Music Room noticeboard, in their regular classroom and students/parents are given a copy for their personal use.
* Attendance at every Instrumental lesson is **compulsory**.
* Lessons follow the Queensland Instrumental Music Curriculum
* All students will be required to sit regular practical assessments and will receive a report at the end of each semester. Their assessments will be recorded as part of the Curriculum requirements for assessment.
* Where students need to change a lesson they are expected to inform the Instrumental Music Teacher **before** the lesson.
* Failure to attend lessons will affect thestudent being allowed to perform in ensembles and also affect their assessment results. Continued failure to attend may result in their exclusion from the program.
* Parents/Guardians will be contacted via email when students miss lessons without notification.

**ENSEMBLES**

* Students must be part of an ensemble, Concert Band or String Ensemble
* These rehearsal occur outside of school hours as indicated below
* Students must be having lessons on their instrument to participate in the ensembles
* Students successful participation in their ensemble is part of their assessment
* Failure to attend rehearsals will affect the students’ performance, results and can ultimately lead to exclusion from the program.
* Parents/Guardians will be contacted via email when students miss group rehearsals without notification. If a student is going to be absent from or late to an outside school hour’s rehearsal or performance it is important for the safety of the student that parents inform the IM teacher as soon as possible. This can be done via email the school email.

ENSEMBLE SCHEDULE STARTING IN WEEK 3 FOR ALL STUDENTS

|  |  |  |  |
| --- | --- | --- | --- |
| Concert Band | Students in year 5 & 6  | Wednesdays 7:45am – 8:30am – IM Room | Ms Viner |
| Beginner Band Musicians | Students in year 4 | Will commence band in term 2 or 3. Teacher will inform | Ms Viner |
| String Ensemble | Student in year 4, 5 & 6 | Fridays7:45am – 8:30am – IM Room | Mr Scullett-Dean |

**PERFORMANCES/CAMPS**

* Ensembles will be given the opportunity to performance at least once per term, this may occur outside of school hours
* Attendance at all performances is compulsory as part of their commitment to the program
* It is the responsibility of the parents/guardians to provide transport etc so that the student can participate
* Regional and cluster camps are run on a regular basis and students are encouraged to attend these events. Any cost associated with these events is generally the responsibility of the parents/Guardians

**PERFORMANCE UNIFORM**

* Concert Band & the String Ensemble perform in full school uniform. (No sports uniform or year 6 shirts.)
* Concert Band and the String Ensemble are to wear their school uniform for all performances
* Students are expected to adhere to the dress code for all performances.

**EXPECTATIONS AND PROCEDURES**

* Students must attend all lessons and ensemble rehearsals. Punctuality is vital.
* Attendance at all performances, both within the school and in the community are mandatory for all students involved in ensembles.
* Students who miss performances without probable cause, will have their position in the program reviewed by the principal.
* Unavoidable absence must be explained by email or phone call as soon as possible. Please email the teacher or school directly.
* Students must practice at home
* Students must commit to the **full school calendar year**. Bands and ensembles depend heavily on the participation of **every member, every time.**
* Parents will be contacted via email if a student misses a lesson or rehearsal without appropriate notification
* Students who miss lessons or rehearsals may jeopardise their place in the program. Please note that if a student is removed from the program due to a break in their participation & commitment contract, NO monetary refund will be given.

This discipline, we believe, will contribute not only to a student’s musical development, but to his/her personal development as well.

**COSTS OF PARTICIPATION**

**Costs (How much do I need to pay?)**

* All Students – Levy $40.
* Hire will attract an additional fee of $90.00

The school will invoice each student once all the required paperwork (participation and commitment contract, loan agreement form etc) has been sign and received.

**Please note:**

Hire and Levy fees are non-refundable if you leave the school or widthdraw during the school year.

**INSTRUMENTS**

* Beginning students will be assigned a school instrument by the Instrumental Music Teacher with regard to the student’s previous music experience, aptitude, the program needs, availability of instruments and teacher time.
* A loan agreement must be signed by the parents and returned to the school office BEFORE the instrument is issued to the student.
* The loan period on smaller instruments is limited to 12 months, larger instruments can be hired for longer periods. Please note that once a student has hired a smaller instrument for their FIRST year of playing they are then required to purchase their own instrument or seek external hire.
	+ **Smaller instruments: LIMITED HIRE**Flute, Clarinet, Alto Saxophone, Trumpet, Trombone, Violin, and Viola.
	+ **Larger instruments may include:** **LONGER HIRE**
	Tenor Saxophone, Bass Clarinet, Oboe, Bassoon, Baritone Saxophone, Euphonium, Tuba, Cello, Bass Guitar and Double Bass.
* In the event where demand exceeds the number of instruments available for hire, large instruments will be allocated from the earliest date on enrolment forms. If no school instruments are available from the school, parents may need to source an external provider to hire instruments.
* Having your own instrument does not guarantee your child a position in the program. Please see Selection of Students for details.

**CONDITIONS FOR THE LOAN OF A SCHOOL INSTRUMENT**

1. The instrument is to be used ONLY by the student to whom it is loaned
2. Every care and attention will be given to the instrument during the period of the loan
3. The instrument is returnable upon demand at any time for inspection, repair and adjustment or for any other reason.
4. In the event of accidental loss or damage the circumstances will be immediately reported to the school
5. If, in the opinion of the instrumental music teacher, a student is not carrying out due responsibility, is not practicing or committing to the programs requirements, the period of the loan will be terminated and the instrument promptly returned.
6. The student/parent/guardian will be financially responsible for any wilful or negligent damage to the instrument. The school will cover the costs of the general servicing of the instrument.
7. It is recommended that school and personal instruments be covered by personal/come contents insurance.
8. The instrument is hired for the purpose of attending band and lessons at this school. Permission should be sort from your principal for using the instrument for playing in other bands and musicial or community organisations.

**PURCHASING YOUR OWN INSTRUMENT**

Instruments are made available by the school for beginner students to experience the instrument before parents invest in their own. Students continuing after the first year are required to purchase an instrument (or hire externally) with the exception of the larger more expensive instruments. Please see the Instrument section above to more details.

Once the loan period on the school instrument has expired, you will need to purchase (or hire externally) a suitable, and good quality instrument for your child to use in the program. The exception is the larger, more expensive instruments that can be re-loaned through the school. Please see ‘Instrument Selection” above for more details. You will be notified by Term 4 of the preceding year that your child will need an instrument. The instrumental teacher will also provide further information at his point regarding the sizing and brand recommendations.

**Second-hand Instruments**

When investing your time and money into a second-hand instrument please do so in consultation with your child’s instrumental music teacher. Do not purchase instruments sight-unseen from the internet or purchase the first instrument handed to you at a music store. Please contact your teacher before you hand over your hard earned money.

Ensure that the instrument is easy to play, plays in tune and will not have mechanical difficulties. Cheap models are often made of inferior materials and while you may save on the initial outlay, the repair costs overtime will outweigh the savings. Many instrument repairers will also not attempt repairing lower quality instruments as they are unable to guarantee them. Also, be aware that the internet is full of ‘fake’ instruments with respected brands on them. It is recommended that you purchase instruments through a reputable music store as they will have warranties attached to them. Higher quality instruments also have a good resale value if your child needs to upgrade in the future.

**NOTE FOR STRINGS**: It is strongly recommended that string instruments be purchased through a string specialist rather than a generic music shop. Each string instrument, new or second hand, is required to have a correct ‘set-up’. This involved making sure the bridge and the strings are going to produce the best sound for your student and that the shoulder rest is appropriate to the size of the instrument.

**CLASS RESOURCES & EQUIPMENT**

All students will require addition resources and equipment for their lessons and home practice. For beginner students there is a detailed list at the back of this handbook outlining equipment that will be required BEFORE their first lesson. Some of this equipment will need to be replaced as they are consumable and/or run out.

Students will also need to upgrade their class text/method books as they progress.

**COMMUNICATION**

Timely and clear communication between all parties is a very important factor in the success of your child. If there are any circumstances that affect your child’s participation and progress in the program, or you have any queries, please let the Instrumental staff know. We in turn are committed to the timely communication with you.

The IM teacher will notify parents of any unexplained lesson or rehearsal absences or lateness, lack of organisation, poor progress or a decline in attitude towards the program. This is done with the view of working together with the family to address any issues that may have arisen and together find a solution that will ensure the child can move forward successfully.

Rachel Viner – IM Multi – rvine6@eq.edu.au

Stuart Scullett-Dean – Strings – sscul2@eq.edu.au

**METHODS OF COMMUNICATION**

**Email**

Email is the best mode of communication, please ensure that your **child’s name** and **school** is in the subject heading.

**Instrumental Music News**

Will be emailed to parents as needed by the teachers. Notes will also be placed in the school newsletter and Facebook page from time to time.

**Notice Board**

All lesson timetables, notices etc will be posted on the instrumental music room notice board.

**STAFF DETAILS & CONTACTS**

Rachel Viner – IM Multi Program – rvine6@eq.edu.au

Teaches of Woodwind, Brass and Percussion

Buddina SS Teaching Day 2021 : Wednesday

Stuart Scullett-Dean – Strings – sscul2@eq.edu.au ssd@eq.edu.au

Teaches Double Bass, Cello, Viola & Violin

Buddina SS String Teaching 2021: Friday

**TEACHER ABSENCE**

From time to time the IM teacher may be absent. If this due to a planned event, such as a regional activity students and parents will be notified via email and the newsletter. If it is due to illness to another unplanned event, parents may receive an email (if possible) before school however if this is not possible, students are asked to go to the school office for supervision or to make alternative transport arrangements etc.

**STUDENT WITHDRAWAL**

A contract of commitment and participation is signed by all parties at the commencement of the program. The expectation is that all students will continue in the IM program for a minimum of one school year with the view to continuing through to the end of their schooling. Enrolment may be discontinued by the Principal if attendance, practice, progress or aptitude are inadequate.

In the event that a student wishes to leave the program, both parents and students must attend an interview with the instrumental music teacher and music line manager. At this meeting a plan of action is developed to assist the student in re-engaging with the program. This plan is usually implemented over a term, then at the end of that term, the students, parent and IM teacher may meet again, if necessary. **A verbal or written note advising of withdrawal will not be accepted. Discontinuation of participation is a decision only the Principal can make.**

If a child discontinues lessons in the Strings Program, they will not be eligible for consideration for a place in the band program.

**DOCUMENTS ATTACHED**

Equipment List

Accident Report Form

Enrolment Agreement 2022

**EQUIPMENT LIST**

You will be required to provide the following equipment for the students’ **first** lesson.

**FLUTE/OBOE**

* Foldable Music Stand
* Essential Elements for Band Book 1 for Flute OR Oboe
* Large Men’s Handkerchief (for cleaning)

**BASSOON**

* Foldable Music Stand
* Essential Elements for Band Book 1 for Bassoon
* 2, Medium Soft Bassoon Reeds
* Cork Grease

**CLARINET/BASS CLARINET**

* Foldable Music Stand
* Essential Elements for Band Book 1 for Clarinet
* 4, size 2 clarinet reeds
* Clarinet pull through (for cleaning)
* Cork grease

 **TRUMPET**

* Foldable Music Stand
* Essential Elements for Band Book 1 for Trumpet
* Trumpet Valve oil
* Tuning Slide Cream
* Large Men’s Handkerchief (for cleaning)

**FRENCH HORN**

* Foldable Music Stand
* Essential Elements for Band Book 1 for French Horn
* Rotor oil
* Tuning Slide Cream
* Large Men’s Handkerchief (for cleaning)

 **TROMBONE**

* Foldable Music Stand
* Essential Elements for Band Book 1 for Trombone
* Trombone Slide cream
* Trombone water bottle
* Large Men’s Handkerchief (for cleaning)

**EUPHONIUM/BARITONE**

* Foldable Music Stand
* Essential Elements for Band Book 1 for Euphonium/Baritone BC (Bass Clef)
* Valve Oil
* Tuning Slide Cream
* Large Men’s Handkerchief (for cleaning)

**VIOLIN/VIOLA**

* Foldable Music Stand
* Essential Elements for Strings Book 1 for Violin OR Viola
* Shoulder Rest (Everest or KUN brand) - durable
* Violin/Viola Rosin

 **CELLO/DOUBLE BASS**

* Foldable Music Stand
* Essential Elements for Strings Book 1 for Cello OR Double Bass
* Cello/Double Bass Rosin
* Cello/Double Bass Rock Stop

**SCHOOL INSTRUMENT DAMAGE REPORT**

Parent/Guardian’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Child in Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year Level and Class of Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of instrument damaged: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Identifying (EQ) number of instrument (if known): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of Event that caused damage to instrument:

(including date and time of event and any persons involved)

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Description of damage that occurred to instrument:

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Name of person at (the school) notified: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date & Time Notified: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email & Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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This form is to be completed is any damage occurs to the instrument on loan from the school. Please attached any other supporting documents, more information and photos if possible.

**Buddina State School Instrumental Music Program**

 **Enrolment Agreement 2022**

**Student Details**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_

Instrument\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ OWN / SCHOOL (please circle)

**Instrumental Multi Teacher – Rachel Viner / Strings Teacher – Stuart Scullett-Dean**

**Student Commitment**

I agree to

1. Be punctual for music lessons.

2. Practice regularly.

3. Always have his/her instrument and accessories at school on the lesson/band days.

4. Care and maintain my instrument and replace accessories as needed.

5. Become a member of the school band.

6. Take part in all concerts and camps.

7. Attend lessons, and band rehearsals regularly, or as required.

I realise that to progress and better my chances at success in playing a musical instrument, I must make a commitment to regular practice and attendance at all lessons. The practice time required is not unrealistic. I will plan a routine that help me succeed.

**Parent / Caregiver Commitment**

I agree to

1. Encourage my child in their home practice

2. Support my child in honouring this agreement

3. Provide my child with necessary accessories and books as required.

4. Advise the Instrumental Teacher of child absence prior to lessons, rehearsals and performances.

**Practise**

**Beginners** 10-20 minutes, 3-5 times per week for the first term. Then increase the length of the practises to 30 minutes, 3-5 times per week.

**Continuing Students** – Minimum 3-5, 30 minute practises each week.

**Enrolment**

When accepted into the IM program it is expected that students will remain committed for the duration of their time at Buddina State School. Annual costs are **$90** for lessons & instrument hire. If you have your own instrument the annual cost is **$40**.

I agree to uphold all expectations as mentioned above.

**Parent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Date**

**Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**