

FAQ - Instrumental Lessons at Ashmole

Where do the instrumental lessons take place?

Instrumental lessons take place in the Performing Arts Block.

There is a white board in the foyer of the Performing Arts Block which clearly displays each day which rooms are allocated to instrumental lessons. If your child is unsure where their lesson is, then they must come to the Performing Arts Office (which is on the top floor of the Performing Arts Block), where Ms Kanjee (Music Manager) will assist.

How does my child get into the Performing Arts Block?

Your child should go to reception in the main building and explain that they have an instrumental lesson. The receptionist will give your child a pass which will open the door of the Performing Arts Block. When your child's lesson is finished they must return the pass back to reception for the next student to use.

How does my child know the time and day of their instrumental lesson?

Timetables are on Firefly (Extra Curricular/Instrument Lessons). (Firefly is our learning platform for which your child will receive log in details when they start at Ashmole.) Timetables are also displayed in the foyer of the Performing Arts Block. The timetable is divided into 15 minute slots, so if your child is booked in for 30 minute lessons then two slots are allocated.

It is essential that your child checks the time of their instrumental lesson the night before or on the morning of their lesson in case there have been any last minute changes.

If your child is unsure of the time of their instrumental lesson then they should come to the Performing Arts Office (which is on the top floor of the Performing Arts Block), where Ms Kanjee (Music Manager) will assist.

What happens when my child needs to leave an academic lesson for his instrumental tuition?

Your child must speak to their teacher at the beginning of the academic lesson explaining that they have an instrumental lesson. Your child should check if there is any homework to be given, or any important work that might be missed. In the unlikely event that their teacher will not allow them to leave, **then your child should make sure that the teacher writes a note in their planner to that effect.** We will then be able to rebook their instrumental lesson. If there is no note in the planner, then the instrumental lesson will not be rebooked.

Please note that members of staff are unable to come and collect students from their academic lessons to attend instrumental lessons, unless there are exceptional circumstances.

How do I ensure that my child does not continually miss the same academic lessons each week?

The instrumental timetables are rotated on a two weekly basis. It is important that your child checks their instrumental timetable carefully as the time of their instrumental lesson will change every two weeks. Slots are sometimes available before school, during break and lunchtime, PM registration and after school but these are limited and allocated on a first come, first served basis.

What happens if my child cannot attend their instrumental lesson?

If your child is absent from school due to illness, unfortunately we cannot refund, nor make up the instrumental lesson. If your child has an exam, school trip or any other school activity that will prevent them from attending their instrumental lesson, then Ms Kanjee must be informed 48 hours before the lesson is scheduled. Ms Kanjee will then endeavour to change the time of the lesson accordingly. NO refunds will be given.

What happens if the instrumental teacher is absent?

Instrumental lessons will be made up on another day, or a refund given.

How does my child's instrumental teacher communicate with the parent/carers?

Your child will be issued with a practice notebook in which both the parent/carer and teacher can write comments. There are progress reports after lesson 5 and after lesson 10 which will be completed by your child's instrumental teacher. If you would like to speak to the instrumental teacher in person, then you should contact Ms Kanjee who will arrange a telephone appointment or meeting if appropriate.

Please ensure that your child brings their practice notebook with them to every lesson.

How do I renew my child's instrumental lessons each term?

There is a tear out form in your child's practice notebook. You must make sure that the form is handed in by the deadline stated. You must ensure that you have read the terms and conditions. You will receive an invoice the half term before the next term's instrumental lessons are due to start. Payment should be made by ParentPay.

Does my child have to study for graded exams?

The decision to take exams is entirely between yourself and your child. The instrumental teacher will advise if requested. ABRSM exams can be taken here at Ashmole (application forms are in your child's practice notebook or on the school website). We can enter your child for other boards (Trinity, Rock School etc) but these exams will be taken off site. You are responsible for entering by the deadline shown on the form, and for ensuring that your child has all the necessary music. Please note photocopies may NOT be used in an examination.

Can my child store their instrument at school?

We recommend that smaller instruments (such as flutes and clarinets) are stored in your child's locker. However there is a secure store room in the Performing Arts Block in which your child can leave their instrument. The store cupboard can only be opened by a member of the Music Staff. All instruments must be clearly labelled with an Ashmole Instrument Label.

If you have any further questions please speak to Mr Coltman (Head of Music) or Ms Kanjee (Music Manager) in the Performing Arts Office.