



<b>MICHELLE NIGHTINGALE</b>	<b>SINGER</b>	<b>ACTOR</b>	<b>TEACHER</b>
0411 863 865	15 Devon Avenue, Stirling SA 5152		
michelle@michellenightingale.com.au	michellenightingale.com.au	ABN 21 264 355 332	

## Voice Lesson Policies and Information – Stirling East Primary School 2023

### Fees: -

30 min lesson - \$32 – invoiced each term.

### Guidelines for singing lessons.

- 1. Invoices** for each term will be emailed to parents and are payable within 7 days, after this time a second invoice will be sent to be paid immediately. If fees are not paid, a late fee may be charged by the teacher and lessons discontinued. If there is any difficulty regarding payment, contact should be made to discuss the matter.
- 2. Lessons times** will be determined in conjunction with class teachers to ascertain the most suitable time in accordance with the class timetable. It will be the responsibility of all students from Yr 2 onwards to come to their lesson independently at the designated time each week. A reminder in an I-Pad could be advantageous. Reception and Yr 1 students will have a shared lesson with one other student, which will be arranged in consultation with parents and teachers. As SEPS provides many extra-curricular activities, such as Footsteps, SAPSASA, class incursions, etc there will be occasions when lesson times are altered to accommodate these events.
- 3. Absences and missed lessons.** It is the responsibility of the student to attend music lessons at the specified time each week. If students are absent for any reason, there will be no obligation to make up the lesson. However, if reasonable advance notice is provided to the teacher, the lesson may be made up at mutual convenience. When the instrumental teacher is absent, lessons will be made up or credited on the next term invoice.
- 4. Notification of absence.** If a student is unable to attend a lesson due to illness, notification needs to be made the night before, or by 7.30am on the day of the lesson. Students who are going on an excursion or have a special school event on the day of their lesson, notification should be made one week prior to the lesson, to enable their lesson to be rescheduled.
- 5. Music.** There will be a charge of \$5 per term to cover supplying music to students. However if students want to work on specific pieces of music they are expected to provide their own music. Any voice books purchased for lesson use will be billed to parents.
- 6. Each student will need a display folder for music and a notebook.** This will remind students of what practice is required each week and as a form of communication with parents. Each student is expected to practise 5 – 7 times per week. Help tracks and backing tracks will be recorded and emailed to students to assist in their practice.
- 7. Instrumental Music Reports** are provided at the end of each semester. However, parents may request feedback from Instrumental Music Teachers via the diary, a note, or telephone call at any time.