

Dear Parent/Carer

I am writing to inform you of an exciting opportunity that we are able to offer your son/daughter at Mark Hall Academy. We are offering instrumental tuition on a range of musical instruments;

- Piano
- Electric/Acoustic/Bass guitar
- Drum kit
- Voice
- Woodwind (flute, saxophone, clarinet)
- Brass (trumpet, trombone, French horn)

We offer all woodwind students the opportunity to take an instrument home to practise free of charge, for at least one term. This will be on a first come first served basis. Woodwind and brass students can also attend our Concert Band. Pupils will have the opportunity to take part in academy events such as our annual Battle of the Bands competition.

#### PRICE LIST

Every term we request a payment for a set of 10 lessons, either:

- **Group instrumental lessons** (3 - 4 students in a group for 30 minutes)  
**£50 per term** (10 lessons @ £5.00 per lesson)
- **Individual instrumental lessons** (one-to-one lesson for 20 minutes)  
**£100.00 per term** (10 lessons @ £10.00 per lesson)

Please note that **drum lessons are only available through the individual lessons** option due to the nature of the instrument.

If you would like lessons but have difficulty funding this, you may be eligible for free lessons by applying for a tuition discount voucher here: <https://ukessex.speedadmin.dk/tilmelding#/>

If you would like to book instrumental lessons for your son/daughter, please complete the form attached by **Friday 11<sup>th</sup> January** and make the payment through School Money, our online payments system. If you have any questions, please do not hesitate to contact me.

Yours sincerely

Mrs Mulholland  
Head of Music  
[C.Mulholland@MHA.attrust.org.uk](mailto:C.Mulholland@MHA.attrust.org.uk)

Principal: Mr Jonathan Fuller BA (Hons) PGCE NPQH

Mark Hall Academy, First Avenue, Harlow, Essex, CM17 9LR

T: 01279 866 280 F: 01279 866 286 E: [office@mha.attrust.org.uk](mailto:office@mha.attrust.org.uk) W: [www.mha.attrust.org.uk](http://www.mha.attrust.org.uk)

**INSTRUMENTAL TUITION APPLICATION FORM**

Please complete this application form and return it together with the relevant payment to the Music Department at Mark Hall Academy. Your payment for the first term’s lessons will constitute agreement to the terms and conditions.

Please complete all fields marked with star \* and submit this slip to Mrs Mulholland.

<b>*Student Name</b>	<b>*Tutor Group</b>
<b>*Instrument 1<sup>st</sup> Choice</b>	<b>Instrument 2<sup>nd</sup> Choice (optional)</b>
<p><b>I agree to the terms and conditions (detailed below).</b></p> <ul style="list-style-type: none"> <li>• <b>Payment must be received in advance for each term and payment is non-refundable.</b></li> <li>• <b>Teachers are unable to make up lessons missed for any reason beyond their control e.g. illness. Whilst our teachers may at their own goodwill try to recover these lessons, they cannot be guaranteed.</b></li> <li>• <b>If students are unable to attend a lesson, the student must let the tutor know in advance so that the lessons can be re arranged.</b></li> <li>• <b>If absence persists, we will inform you and discuss any issues that arise.</b></li> <li>• <b>Lesson time cannot be recouped if a student misses lesson time due to absence of lateness.</b></li> <li>• <b>If the teacher is not available to give a lesson, the lesson will be given at another time.</b></li> <li>• <b>If your child wishes to discontinue lessons, we ask for at least four weeks’ notice.</b></li> <li>• <b>If your child wishes to loan an instrument (woodwind or brass) please ask for a copy of the instrumental loan contract.</b></li> </ul> <p><b>*Parent/Carer Name:</b> .....</p> <p><b>*Signature:</b> ..... <b>*Date:</b> .....</p>	