



SOLIHULL

MUSIC TUITION REGULATIONS – SUPPLEMENTARY INFORMATION APRIL 2020

INSTRUMENTAL AND SOLO SINGING LESSONS DURING SCHOOL CLOSURE

This document supplements the Music Tuition Regulations agreed by parents upon requesting instrumental and vocal tuition through Solihull School. Other school policies such as the ICT (acceptable use) Policy and Safeguarding and Child Protection Policy apply as relevant.

Each instrumental / vocal teacher will contact parents to discuss which teaching option(s) they are offering:

1. Live, online video lessons via Microsoft Teams;
2. Live, audio-only lessons via Teams;
3. A weekly lesson plan with feedback;
4. Putting lessons on hold for the period of school closure (this will only be the case for a small number of pupils; most teachers are able to offer at least one of the above options).

Options 1 to 3 will be subject to termly fees.

Parents are asked to note the following points:

- An adult should be in the house at the time of the lesson and, ideally, present at both the start and the end of the lesson. If an adult is not available then the parent must provide written consent, in advance, for the lesson to take place in that eventuality.
- Lesson times should be agreed in advance and should ideally be within the normal school day and co-curricular time, i.e. 8am to 5.30pm. We acknowledge that there may be specific reasons either party may need to request alternative lesson times, especially for families with key worker parents or where room space/equipment availability might only be possible outside these times. Point 7 of the Music Tuition Regulations is currently not applicable; lesson times will be scheduled in advance in line with current timetabling.
- The parent agrees to ensure their child has access to the right technology at the right time to receive the conference call and is prepared in other practical matters such as access to a tuned instrument.
- The location for the lesson should not be the pupil's bedroom. If this is the only suitable space, then please raise this with your child's teacher in advance.
- Both teacher and pupil must be dressed appropriately (i.e. as for a non-uniform day in school, but outdoor footwear need not be worn).
- The lesson will be recorded and stored on Teams in line with the school's GDPR policy.
- These recordings are for the use of the teacher and the pupil only and under no circumstances should be stored locally on the teacher's or the pupil's computer hard drives. Similarly, they should not be shared with anyone else, nor should they be posted on any sort of social media sites.
- Any contact and document/video sharing should be done between the pupil's and the teacher's school email or Teams addresses, or between the parent's personal and the teacher's school email addresses.

Pupil safeguarding is the highest priority during this time, as throughout times of normal school operation. Any concerns should be raised without delay through the normal school channels of communication. The Designated Safeguarding Lead is Mr Tom Emmet (DSL@SolSch.org.uk), mobile number 07530 047818.

Please either sign, scan and return a copy of this form, or email your acceptance of the above to your child's instrumental teacher.

Date _____ Signed _____

Director of Music: Tim Kermode

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