

# Instrumental Music Handbook 2023



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## Instrumental & Ensemble Music Program



**KOLBE**  
Catholic College

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## Principal's Message

At Kolbe Catholic College we recognise the importance of providing a balanced curriculum; a curriculum that gives students the opportunity to broaden their learning horizons. We understand the importance music plays in a child's education and the enjoyment it brings to all involved.

The Instrumental and Ensemble Music Program is a key feature of the school and its development continues to be a high priority. We are delighted with the quality of teaching staff that are associated with the program. For many years, students have acquired high-level skills that have not only been used in school-based programs but have formed the basis of a life-long connection with music. The school is able to offer the program in its purpose-built facilities. The promotion of music is achieved through the many public performances in which the students take part.

This booklet covers the main elements of the program, its staffing, fees, hire of instruments and the key dates for the year.

We look forward to seeing many students making a commitment to learning an instrument and developing and enhancing their musical talent.

**Nick Scully**  
Principal

**KOLBE**  
Catholic College

# Welcome

Kolbe Catholic College has a large Instrumental and Ensemble Music Program, which provides tuition on voice, piano, guitar, bass guitar and drums. The program is open to all students in Years 7-12.

Music is an art form; an expressive, communicative, creative, innovative medium. It allows us to communicate our innermost feelings and express our deepest desires. Music challenges us to become innovative problem solvers and careful listeners. It encourages us to share our knowledge and work effectively as part of a team.

Learning an instrument can be a great way to improve your coordination, concentration, self-discipline, and presentation skills. It is also a terrific way to make new friends while learning an exciting new hobby. Most importantly, learning to play a musical instrument is heaps of fun!

The Instrumental and Ensemble Music Program at Kolbe Catholic College is an exciting and rewarding opportunity. Therefore, we would like to encourage your child to take the challenge and discover the enjoyment and exhilaration that learning a musical instrument has to offer.

We wish you all the best on your journey.

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**Laura Roso**

Director of Performing Arts

**KOLBE**  
Catholic College

## Quick Reference Guide

Here is everything you need to know about enrolling in the Instrumental and Ensemble Music Program at Kolbe Catholic College.

1. Before completing the application process, thoroughly read through the contents of this document; making sure that you understand fully the commitment required of your child and the terms and conditions of enrolment.
2. Have a conversation with your child as to the instrument they might like to learn.
3. Try before you buy! Nominate whether you wish to hire an instrument. Hiring an instrument can save you a lot of money if your child changes their mind.
4. Decide on the type of lesson you want for your child. Individual tuition is our premium option and undoubtedly offers the best environment for your child to hone their skills, however, paired tuition can be a more affordable option for some families.
5. Select at least one ensemble for your child to participate in. Participating in an ensemble is an important part of a child's musical development. Your child's music tutor will recommend an ensemble for them to participate in.
6. Complete the **Enrolment Application Form** and return to the Director of Performing Arts. Applications received shortly before the end of term will be held over until the commencement of the next term at which time tuition will commence.
7. **PLEASE NOTE: Enrolment in Instrumental Music Tuition will continue until such time as a Cancellation of Enrolment form is received. This includes at the end of the year.**

## SECTION A: INSTRUMENTAL MUSIC

### Instrumental Music Tutors

The Kolbe Catholic College Music Department has engaged the services of external music tutors who deliver music lessons on a weekly basis to our students. Our tutors are musicians who are dedicated to providing every student with the individual attention and care necessary for their ongoing development and growth as musicians. Many of our tutors continue to enjoy productive careers as professional musicians outside of school hours and are well-respected artists within the wider musical community.

### Instruments Available for Tuition

Kolbe Catholic College has a large variety of instruments available for tuition. Tuition is available voice, piano, guitar, bass guitar and drums.

### Private Instrumental Music Lessons

Enrolment in private instrumental music tuition is on a **yearly** basis, with eight weeks' fees payable, in full, at the commencement of each term.

Beginner and intermediate students are withdrawn from class for half a period (25 minutes) once a week during the school term. Fixed and extended lesson times are offered where possible for senior/advanced students, especially those studying VCE/VET music. In Years 7-11 the lessons rotate within the academic timetable, while at Year 12 the lessons are timetabled to fit into the students' free periods where possible.

Students are taught performance, theory, ear training and sight-reading skills using standard curriculum and text books. Tutors will supply supplemental material of a variety of styles based on students' interest. From time to time, tutors may request that students purchase sheet music that is relevant to their course of study. This can usually be done online or at a local music store.

**All students learning an instrument at school are required to participate in at least one ensemble.**

### Lesson Attendance

Students are expected to attend every lesson unless officially excused e.g. school activity or illness. Where students are absent due to illness, please give as much advance notice as possible by telephoning the tutor directly. This will allow the tutor

to better use any resulting vacant periods for other students. Please do this in addition to ringing the College.

Lessons missed with sufficient advance notice will be made up, as will lessons missed because of school activities, sport events notified in the College calendar, newsletters or bulletins. **It is expected that students will provide the tutor with not less than two weeks' notice of any such planned absence.**

Parents will be notified when their child misses a lesson.

**Tutors are not expected to make up lessons that students miss through family holidays during school terms.**

From time to time, school tests may clash with a music lesson. Students are still required to attend their scheduled music lesson, negotiating a rescheduling of the test with the class teacher. **Make up lessons will not be given if students do not attend.** Year 12 students doing a SAC are exempt from this, however, they need to notify the instrumental tutor of the time and date of the SAC (at least 2 weeks in advance). **If no notification is given, no make-up lesson will be scheduled.**

Students should attend their lesson punctually and be fully prepared.

When an instrumental music lesson is scheduled midway through an academic lesson, as a matter of courtesy, the student should alert their teacher at the beginning of the lesson that they will be leaving half way through.

Students must always make sure that teachers know where they are at all times.

## Music Practice Diary

Students are encouraged to record information regarding their lessons, including lesson times and homework, in the music practice diary. Tutors expect students to bring their music practice diary to each lesson.

**A music practice diary can be purchased separately at an extra cost of \$8. This will be supplied by the College.**

## Ensemble Participation

Kolbe Catholic College offers an extensive ensemble program to meet the needs of every student's musical ability.

Creating music with others is an exciting experience and performing in small or large groups is an integral part of the music program. Ensemble participation offers students the opportunity to extend their skills, gain valuable team and performance experience, they also benefit from the camaraderie that such groups provide. If they wish, students may participate in more than one ensemble as it provides them with an opportunity to experience a variety of genre, teaching and musical styles.

Tutors will nominate a suitable ensemble according to the student's ability and taking into account the balance of instruments within an ensemble.

To minimise disruption to the academic program, ensemble rehearsals are held either before school, at lunchtimes or after school.

Some of the ensembles on offer include vocal ensembles, guitar ensembles, percussion ensembles and drumline.

## Ensemble Attendance

Ensembles rehearse once a week and students are expected to attend every ensemble rehearsal and scheduled concert unless officially excused. Ensemble experience is as important as the weekly instrumental lesson and contributes to the musical development of each student.

Students should attend their ensemble rehearsal punctually and be fully prepared. A student must notify their ensemble conductor/director at least the day before if they cannot attend any rehearsals for whatever reason. Two or more absences will result in parents being contacted.

It is expected that students arrive before the set starting time to help with the setting up, to warm up their instruments/voices and to prepare for the rehearsal.

Students are expected help pack up all equipment at the end of the rehearsal.

All music is to be kept in the allocated folders. Students are not allowed to take home original music. Students needing practice copies should see their ensemble conductor/director.

## Schedule of Fees

All students participating in the Instrumental and Ensemble Music Program at Kolbe Catholic College are expected to pay fees, levied at the beginning of each term, to cover the tuition and instrument hire (where applicable).



Students wishing to undertake tuition who do not currently own an instrument, are able to hire an instrument from the school at very reasonable rates. Please note that instrument hire fees are subject to change without notice.

TUITION FEE	\$/LESSON	\$/TERM	\$/YEAR
Individual (Rotational)	\$ 25.00	\$ 200.00	\$ 800.00
Individual (Fixed)	\$ 30.00	\$ 240.00	\$ 960.00
Paired (Rotational) – <i>Guitar/Bass Guitar ONLY</i>	\$ 20.00	\$ 160.00	\$ 640.00
Paired (Fixed) – <i>Guitar/Bass Guitar ONLY</i>	\$ 25.00	\$ 200.00	\$ 800.00

INSTRUMENT HIRE	PURCHASE PRICE	\$/TERM	\$/YEAR
Acoustic Guitar	Contact Musiccorp on 1300 858 911 or visit <a href="http://musiccorp.com.au">musiccorp.com.au</a>	\$ 48.00	\$ 144.00
Electric Guitar		\$ 69.00	\$ 224.00
Bass Guitar		\$ 69.00	\$ 224.00
Piano		\$ 69.00	\$ 224.00
Electronic Drumkit		\$ 99.00	\$ 360.00
Acoustic Drumkit		\$ 119.00	\$ 389.00

NOTE: Instrument hire fees are subject to change without notice.

PRACTICE DIARY	\$/LESSON	\$/TERM	\$/YEAR
Instrumental Music Practice Diary	\$ -	\$ -	\$ 8.00

## Payment of Fees

Instrumental music fees must be paid, in full, at the commencement of each term. Where it is reasonable to do so, there will be a pro-rata adjustment made for late enrolments in the Instrumental and Ensemble Music Program.

Tuition fees will be processed prior to the commencement of each term.

## Lesson Guarantee

Students commencing tuition at the beginning of the academic year will receive a minimum 32 lessons. Those commencing later in the year can expect to receive:

Term Two	24 lessons minimum
Term Three	16 lessons minimum
Term Four	8 lessons minimum

Students will be charged for lessons received in addition to this minimum quota.

## Withdrawal from Lessons

We encourage students to persist with their chosen instrument for at least one year, however, if a student wishes to cease instrumental lessons, the school must receive **four** weeks' notice in writing via a completed **Cancellation of Enrolment** form. Cancellation of Enrolment forms are available from the Director of Performing Arts.

Tuition shall cease at the end of each term provided the Head of Music receives a signed **Cancellation of Enrolment** form by:

- ❖ **Friday 24 March** for withdrawal at the end of Term 1, **2023**.
- ❖ **Friday 9 June** for withdrawal at the end of Term 2, **2023**.
- ❖ **Friday 1 September** for withdrawal at the end of Term 3, **2023**.
- ❖ **Friday 1 December** for withdrawal at the end of Term 4, **2023**.

**Enrolment in instrumental music tuition will continue until such time as a Cancellation of Enrolment form is received. This includes at the end of the year.**

## Participation in Music Events

Kolbe Catholic College offers a rich calendar of music concerts that showcase students of all abilities. Every student in the Instrumental and Ensemble Music Program will be expected to perform at nominated concerts and public events throughout the year. It is expected that as students develop their music skills, more opportunities will be available to them for public performances.

Catholic College

## SECTION B: MUSICAL INSTRUMENTS

### Purchasing an Instrument

Students who play instruments which are more affordable are expected to purchase their own instruments. For recommendations, please see instrumental staff. If you are purchasing an instrument for the first time, please speak to your instrumental tutor for advice. This is crucial as many instruments are unreliable and hamper progress severely.

### Hire of Instruments

Instruments hired by the school to students are not covered by the school's insurance policy, so it is highly recommended that parents register the instrument with their insurance provider.

The following conditions apply to the hiring of all Kolbe Catholic College instruments.

1. An Enrolment Application Form must be completed before an instrument can be hired for the year. The instrumental tutor will assign the hired instrument to the student.
2. The hire fee will be billed to your College account at the beginning of each term. This payment covers reasonable wear and tear of Kolbe's instruments and allows for the replacement of older instruments.
3. Students must return an instrument hired by Kolbe Catholic College to the Music Faculty in person immediately after cessation of lessons or hire charges will continue.
4. Instrument hire is recommended for one year only; after which time students are encouraged to purchase an instrument of their own.
5. Reasonable care must be taken against the instrument being lost or stolen. The hirer is fully liable for the instrument during the hire period and loss of the instrument during this period will incur full replacement costs. We recommend that parents investigate insurance for loss or theft.
6. Any repairs necessary due to damage caused through negligence must be paid for by the hirer. On no account may the student or any person attempt repairs or adjustments to the instrument. Any repair necessary due to damage caused through the student's negligence must be paid for by the hirer. Any damage or

defects to the instrument must be brought to the attention of the Music Faculty staff immediately.

7. All sundries such as strings, sticks etc... must be replaced by the hirer if necessary.
8. When at school, but not in use, the instrument must be stored in the music storeroom.
9. No person, other than the student or their tutor, may be allowed to play or handle the instrument.
10. At the end of the hire period the instrument must be returned to the Music Faculty personally, in clean condition and in good working order.

## Security of Musical Instruments

We advise that privately owned instruments be individually insured by the owner, as the school insurance policy does not cover the personal property of students. Do not leave instruments in unsecured areas.

All instrument cases should be clearly labelled with the student's name and contact details and a record kept of the instrument's serial number.

## SECTION C: PARENTAL INVOLVEMENT

### What parents can do to help

Parents and friends are warmly welcomed to all of our concert events, from the small-scale chamber soirees to the major presentations. Sharing in the performances your child is involved with adds immeasurably to their experiences in the Performing Arts. We aim to provide many performing opportunities for all of our aspiring musicians.

Supporting home practice is vital for the success of all students. Here are some hints on taking the “pain out practice”.

Establish a regular practice routine:

- This must be daily and consistent to take full benefit of the tuition. Finding a regular window of time, such as immediately after school, or before or after dinner, helps when establishing such a routine.
- Where practical, it is helpful if the student does not have to put their instrument away in its case between practice sessions.
- Encourage mini-performances at home to family and friends.
- Where possible create an area for practice in your home and, importantly, a music stand makes all the difference.

NOTE:

- It is much better to practice for a small amount of time every day, than to have one or two big practices each week.
- Students should have a music stand & stable chair, in a quiet place without other distractions such as TV, radio, mobile phone or other electronic devices.

Every student is highly recommended to purchase a Music Practice Diary in which their tutor will note what is to be practised for the week; it is an important communication tool between tutors and parents. Students then need to complete this by filling out how much practice they did each day and reflecting on the quality of that practice. Parents should sign the Music Practice Diary each week to acknowledge the practice times recorded, and any messages from the music tutor.

## SECTION D: FREQUENTLY ASKED QUESTIONS

### FAQs

#### **Do you teach beginners?**

Yes, we teach beginners as well as experienced music students.

#### **What if my child is experienced, will you make them start at the beginning?**

No. What we try to do with experienced musicians is pick up from where they are. In some cases, it may be necessary to rework bad habits that may have crept in over time or through informal learning.

#### **Does my child need a musical instrument to take music lessons?**

Ultimately, yes. Whether you choose to purchase or hire a musical instrument for your child, they do need something to practice on each day between their lessons. Before purchasing an instrument, please seek advice from your child's Music Tutor as to the brands/models look out for (and those to avoid!).

#### **How long will it take before my child can perform something?**

You will be performing 'something' the first lesson! Having said that, it takes time to be able to play music that sounds 'complete'. New music students can be playing something familiar in as little as a few months. How long it takes to achieve your goals depends on how much time you put in, what instrument you have chosen and what your goals are.

#### **Do you offer group lessons?**

Yes, but only on guitar and bass guitar. Logistically, we are unable to offer group lessons on piano or drums, and we have found from many years of teaching that no two voices are the same making group lessons impractical.

#### **Can my child learn more than one instrument?**

Students may learn more than one instrument. Simply fill out an additional Enrolment Application Form.

#### **Can my child learn at school and have lessons outside on the same instrument?**

It is strongly recommended that students only have one tutor per instrument. Students can become confused and over worked with different teaching approaches/methods.

#### **If my child learns an instrument (inc. voice) at school, do they have to participate in an ensemble?**

Yes. This is an essential part of the music student's development and an integral part of the Music Program.

#### **How competitive are your fees?**

We want every family to be able to afford music lessons for their child. It is for this reason that we offer high-quality, affordable lessons. Local music schools currently charge around \$30/lesson.

Our most popular lessons (individual, rotational lessons) are competitively priced at **\$25/** lesson and if you're taking paired lessons on either guitar or bass guitar, lessons are just **\$20/** lesson.

**Can we take music lessons every other week instead of every week?**

No. It is really important that the Music Tutor checks your child's progress every week. Attending weekly music lessons will enhance the learning momentum and generate mastering a skill more quickly. Furthermore, if you miss a lesson, it would be almost month before you saw your Music Tutor again.

**When are music lessons scheduled?**

Most students take individual, rotational lessons. These lessons occur during school hours. Students are withdrawn from their timetabled class for a 25-minute lesson. Each week, students receive a new time meaning they do not miss the same lesson every week. Those students undertaking fixed lessons, will be allocated a time either before school (**8.00am – 9.00am**), at lunchtime (**12.50pm – 1.20pm**) or after school (**3.15pm – 4.45pm**).

**What instrument is right for my child?**

For some there is the myth that the 1st instrument must be piano. This is patently false. If you choose piano for your child over their objections then it is your choice not theirs. If you let them choose then you will get a clear picture of their commitment level.

**Can we start in the middle of the year?**

Yes. In fact, we accept enrolments all year-round. Once your application has been received, it will be processed and added to the timetable either at the beginning of Week 5 of the term in which it is received, or at the beginning of the next term if it is received in the second half of the term.

**How long should my child be practicing each day?**

For beginners, 15 – 20 minutes each day. Although, the more your child practices, the faster they will progress. More advanced students (including VCE/VET Music students), should be practicing up to one hour per day.

**I don't have any musical background or ability; can I still help my child practice?**

Yes. Even if you don't have a musical background you can ask the Music Tutor for advice on how to help your child practice. Additionally, your child's Music Tutor will make notes in the Practice Diary each week to which you can refer. Finally, by simply monitoring that they are practicing every day, doing exercises a certain number of times, etc... your child will progress.



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