



Information for Parents and Caregivers Instrumental / Vocal / Speech & Drama Lessons in 2023

Please read this material carefully and retain for your future reference.

Applications are to be made by the parent/caregiver [here](#).

Tuition is offered in the following areas:

Instrumental:

Violin, Viola, Cello, Double Bass, Harp
Flute, Oboe, Clarinet, Bassoon, Saxophone, Recorder
Trumpet, Trombone, French Horn, Tuba
Guitar - Acoustic, Electric, Bass
Drum Kit, Percussion

Keyboard:

Piano – Classical and Popular styles
Pipe Organ

Voice:

All styles, including Classical, Musical Theatre, Jazz, Commercial/Contemporary

Theory of Music/Aural:

Specialist tutoring over and above ITM instrumental/vocal lessons

Speech and Drama:

Mainly group tuition, but individual lessons on request

Notes

Percussion Lessons

Percussion lessons are for those interested in learning percussion instruments besides the drum kit. This includes two and four mallet Marimba and Vibraphone (classical or jazz), hand percussion (eg. Congas, Bongos) and all Orchestral Percussion (eg. Timpani, Xylophone, Glockenspiel, Snare drum, Cymbals, Tambourine etc). It is an advantage if students have had some previous tuition on another instrument. Students in these areas could become very valuable members of the orchestra, percussion ensemble, and jazz band.

Jazz Piano and Improvisation

These lessons are designed for girls who have an interest in learning to improvise, either on the piano or any other instrument. They will be expected to have had previous tuition on their instrument.

Acoustic Guitar

Acoustic Guitar tuition covers many styles from ancient to modern music. It is very international, ranging from European Renaissance/Classical, Spanish/South American, Blues/Ragtime to Pop/Contemporary songs.

Theory of Music

All ITM music teachers teach theory as part of their programmes of teaching and learning. This can take many different approaches. Specific formal lessons in theory of music are available as indicated below.

Rangi ITM Tutors 2023	
Applications are to be made by the parent/caregiver here	
Bassoon	Melanie Chua
Cello	Alison Hansen
Clarinet	Jonathan Prior
Double Bass	Gerald Oliver
Drum Kit	Andrew Couper
Flute	Margo Askin
French Horn	Antonio Dimitrov
Guitar Acoustic	David Smith
Guitar Bass	Simon Lusby
Guitar Electric	Simon Lusby
Harp	Helen Webby
Oboe	Susan McKeich
Percussion	Roanna Funcke
Piano – classical and pop	Melanie Chua
Piano – advanced classical	Tim Emerson (visiting tutor)
Pipe Organ	Nicholas Sutcliffe
Saxophone	Lana Law
Speech and Drama	Lynn Williams (mostly Years 11 – 13, juniors by arrangement) Hugh Morrison-Thomas (mostly Years 7 – 10, seniors by arrangement)
Recorder	Susan McKeich
Theory of Music/Aural Training	Melanie Chua
Trumpet	Antonio Dimitrov
Trumpet (advanced)	Thomas Eves
Trombone and Tuba	Antonio Dimitrov
Violin	Sarah McCracken
Voice – Classical, Music Theatre, Jazz, Contemporary	Helen Charlton Deborah Wai Kapohe
Voice – Commercial/Contemporary, Jazz, Musical Theatre	Natalie Elms

- Tuition Quality.** Whilst the lessons are private by nature, it is the Director of Music's responsibility to monitor and guarantee standards. All tutors are required to complete a report on the students' progress, which will be included in the normal school reporting rounds.
- Lesson Length.** Most lessons are 30 minutes in duration unless the ITM tutor has made another arrangement with both the parent/caregiver and the student. Such lessons must have the approval of the Director of Music. Some speech and drama lessons MAY go for 40 or 45 minutes. If this is the case the speech and drama tutor will discuss this with the parent/caregiver directly before making a final decision.
- Fees.** For 2023 lessons are charged at \$72.50 per hour.

Charge	Lesson Type
\$36.25	individual 30-minute lesson
\$25.90	two students learning together, per 30-minute lesson
\$20.55	three students learning together, per 30-minute lesson
\$50.00	individual 40-minute lesson
\$34.55	two students learning together, per 40-minute lesson
\$27.40	three students learning together, per 40-minute lesson
\$56.25	individual 45-minute lesson

For students learning the Harp, there will be a nominal harp cartage fee per lesson. This will be organized by the Harp teacher and will be payable directly to her along with Instrument hire fee.

4. **Charging.** All lessons are charged through the Rangi Gold Sheet. Students sign for their lessons with the tutor as a record of attendance. Failure to notify a tutor or to attend means that such lessons will be charged for. Students are expected to take responsibility for remembering to attend their lessons every week. Parents/caregivers will be contacted where there are ongoing issues with regards to attendance.
5. **Termination of Lessons.** **It is expected that a student will learn for a full year.** If the student or parent/caregiver wishes to terminate tuition at the end of a term, or the end of a year, there is no penalty charge. However, if lessons are discontinued during any term of the year the penalty charge is the lesser of four weeks or the number of weeks until the end of the term in which notice is given. **Notice must be given by the parent/caregiver in writing directly to the tutor AND to the Director of Music.**
6. **Accounts.** For enquiries regarding your ITM account please contact Angela Hirst in the Business Office, phone direct 03 9833 746, email a.hirst@rangiruru.school.nz.
7. **ITM Cards.** All students will be issued with an ITM Card for them to leave class to attend their lessons. Orange cards are used for Music and Blue cards for Speech and Drama. This must always be carried, and the class teacher must sign the card before the student leaves class.
8. **Lesson times** are written on the student's orange/blue cards, and may be posted on studio noticeboards, messaged to students (and parents/caregivers emailed in some cases) via Teams. Students are asked to leave class five minutes before the lesson start time, so that they are ready to commence the lesson at the arranged time. If for any reason the student is unable to attend a lesson, it is their responsibility to:
 - Contact the tutor at least at least 24 hours before the lesson and arrange another suitable time. **Please ensure that your daughter has their tutor's contact details.**
 - In the event of being not able to get hold of the tutor please leave a message with the Music Department - send an email to j.kingsbury@rangiruru.school.nz. It is important to remember that some tutors come into school for only one or two students, so consideration in this matter is appreciated.
 - In the event of sickness **please phone/text/teams message the tutor directly before 7.15am.** If you are unable to make direct contact the tutor then please contact the Music Department by email, as above. Provided the tutor has enough notification the missed lesson will not be charged for.
9. **Preference of Lesson Times.** Please note that lessons are **held during the school day**, and students will be required to **come out of class for them.** Most lesson times will rotate through a particular day so that disruption to the same class each week is minimised. Senior students are given preference for lesson times each week to fit in, if possible, around study periods / before school / lunchtimes.
10. **Group Lessons.** Most music lessons are taken on an individual basis, but may be available in a group, on request to the relevant ITM tutor. Most speech and drama lessons are taken in groups of two or three. To minimise disruption to the classroom teacher, group lessons of three students from the same class will be taken, if possible, either before/after school, or at lunchtimes.
11. **Number of Lessons.** No one student may learn more than **two options from the ITM programme that involves absences from their normal class programme.** In some circumstances this may be able to be negotiated in consultation with the Director of Music if other times are available. If after any of the PLP (Personal Learning Plan) interviews with students and parents / caregivers, it is noted that a student is not coping with their schoolwork then her ITM programme will be reviewed by the Director of Music in consultation with her ITM tutor and parents / caregivers.

12. **Extra Lessons.** There should be no more than **one** lesson per week per discipline. If a student requires a second lesson during the week for any one discipline, then it will be held out of class time (before/after school, lunchtime).
13. **Music/Books/Incidentals.** All purchases of music, books, and incidentals such as strings and reeds will be charged to the gold sheet.
14. **Concerns.** If at any time parents / caregivers / students have any concerns over lessons, it is important that the individual tutor is contacted or that you air your concerns with the Director of Music.
15. **Whole School Calendar Events.** For whole school/year group calendar events (e.g. athletic sports, swimming sports, camps, trips etc) lessons may be rescheduled if the ITM tutor and student wish to do so, but there is no obligation for either party.
16. **Catching up on Missed Work.** A student leaving a class to attend a lesson is expected to take responsibility for catching up on class work and required out of class learning. This can easily be done via Teams. It may also be useful for students to nominate a class 'buddy' who can assist with this should material not be available via Teams. Students must also take responsibility for changing their lesson time with their tutor should they find it conflicts with an assessment / test / trip.
17. **Goal Setting.** As part of a student's goal setting, they may wish to enter examinations run by providers such as the Royal Schools' of Music or Trinity College. Whilst these are not ideal for all students, they can be an excellent way of monitoring development and progress for some. If an ITM tutor wishes a student to sit an examination, they will be in contact with parents/caregivers directly to discuss details and entry requirements/fees.
18. **Hire of Instruments.** The school has a very limited number of instruments available for hire at a cost of either \$40 or \$45 per term, depending on the instrument hired. If there are none available, then arrangements can be made through [KBB Music](#). It is expected that hire instruments are available for the initial year of tuition only. Students may only hire for more than one year if there is no demand for new students to hire the instrument.
19. **Insurance of Instruments.** Parents must agree to insure all hired instruments to cover damage and theft.
20. **Boarder Practice.** Boarders may practice in the music department before and after school - the Music Department is open on school days from 7.30am – 5.30pm. There are pianos available in the Boarding House for practice during evenings and weekends.
21. **Performers' Evenings.** These are run once a term on a Tuesday evening during the last week of each term. They are informal occasions where students gain valuable performance experience in front of a supportive audience. Parents/caregivers will be notified by an Edsmart message approximately two weeks before the concert if your daughter has been asked to perform at one of these evenings. The dates of these concerts will also be advertised in the [Rangi Ruru Calendar](#)

For further information please contact

Janet Kingsbury
Director of Music
E-mail j.kingsbury@rangiruru.school.nz
Phone +64 3 983 3735