

# SOUTHEND HIGH SCHOOL FOR BOYS

## ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG  
(01702) 606200 enquiries@shsb.org.uk www.shsb.org.uk

Headteacher: Robin M Bevan MA MEd PhD FRSA



October 2019

Dear Parent(s)

### **RE: Peripatetic Music Lessons for the Spring Term 2019/2020 (Jan – Mar 2020)**

I am writing to you with regards to Peripatetic Music Lessons for the upcoming Spring Term.

If you wish for your child to continue with their music lessons in the Spring Term (that commencing Monday 6<sup>th</sup> January 2020), payment of £90 will be required in advance. The **deadline for payment will be Friday 8<sup>th</sup> November 2019**. Payment is required by this date to allow us to provide our externally employed peripatetic music tutors with a fair notice period of any changes to their hours. Any students who have not paid for their lessons by this point may lose their slot to another student on the waiting list.

Our method of payment is Wisepay, you will find the payment item under the “trips and visits” tab on your Wisepay homepage. If you encounter any difficulties in making payment, please contact Mrs Howley in the finance office. If you have any concerns about the timing of this payment and your ability to meet it; please contact Mrs Howley or Mr Worth at your earliest convenience.

Please note, the slot originally purchased via Wisepay for the Autumn Term will be the slot the student retains until the end of the academic year. This means that the music slot your child is *currently* occupying will be the slot they *retain* until the end of this academic year.

### **GCSE and A-Level Music students who receive funded exam lessons**

If your child is in Years 10 – 13 and is receiving a funded weekly lesson as part of their GCSE or A-Level exam preparation, provided your deposit has been paid, no further payment is due from you. Please complete and return the bottom section of the online form.

If your child has any additional lessons, these will need to be paid for via Wisepay by the deadline of Friday 8<sup>th</sup> November in the usual manner.

**There is a form to be completed on Wisepay, please complete and submit this form at your earliest opportunity but by no later than 8<sup>th</sup> November 2019. For record keeping purposes you must complete this form even if you do not pay for lessons or intend to discontinue lessons.**

**It is a short form and will take less than 1 minute to complete.**

Yours sincerely,

Mr Worth  
Head of Music

