

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



May 2024

Ref: 23/24 Current Year 11

Dear Parent(s),

**RE: Peripatetic Lessons for the Autumn Term 2023/2024 (Sept – Dec 2024)
Music Students going into Year 12 in September 2024**

As you will be aware, students who are undertaking an AS-Level in Music (but NOT Music Technology) are eligible for funded weekly instrumental lesson with a tutor provided by Southend Music Services. These lessons last for a duration of 15 minutes and take place either during the school lunch hour or after school. Currently within the school, instrumental music tuition is offered on the following musical instruments: violin, guitar (acoustic, bass and electric), clarinet, saxophone, clarinet, flute, brass (trumpet, French horn etc.), drum, piano, keyboard.

My records indicate that **in the Academic year 2024/2025 your son/daughter will start their Music AS Level and so become eligible for these funded lessons for the year.** Whilst most students do take up this offer, if your son/daughter is having private tuition outside of school and would rather continue with those instead, this is fine.

In order to access these lessons, a refundable deposit of £90.00 is required (payable via Wisepay, please see instructions at the bottom of this letter). This deposit is held by the school for the length of your son's/daughter's AS-Level, with deductions made for lessons which are not attended and for which prior notice is not given. Once the course is completed, any remaining balance is either refunded to you, or rolled over for students who wish to continue with A Level Music. If your son has received these funded lessons as part of their GCSE provision, any deposit paid can be carried forward into this year meaning no further amounts are due.

Please **complete the MS Form** linked below, confirming whether you wish to take up this offer, and indicating your preference for a timeslot (day and whether lunch/after school). Please be aware that whilst we will try to accommodate any requests, this will depend on the tutor's ability to work at that time. You will then be emailed directly to confirm the lesson time for the upcoming terms. Please ensure that this form is completed by the **deadline date of Saturday 1st June 2024.**

If you would like for your son/daughter to have a double lesson, or an additional lesson on a different instrument, the cost of this extra lesson will be borne by you. The cost of each lesson is £8.05, which means an annual course of 34 lessons totals £273.70. This is broken down into the following termly charges: £96.60 for the Autumn term, £96.60 for the Spring term and £80.50 for the Summer Term. All amounts are payable in advance of the start of the new term.



The procedure for booking these extra lessons is through Wisepay. **After** you have been provided with confirmation of your son's/daughter's funded lesson slot, you will be able to log onto Wisepay to select and pay for any additionally desired instrument and time slots.

Parents of GCSE and AS-Level Music students are given early access to Wisepay to allow them to book double slots, if desired, **from 9.00am on Wednesday 5th June**. Wisepay will open to all other parents of students currently having lessons on Wednesday 12th June.

Wisepay payment instructions:

Payment of AS Level Lesson Deposit of £90.00

- Log into Wisepay and select the **"Trips and Visits"** icon.
- Select "Autumn 2024/25 Music GCSE/AS Level deposit".
- Proceed through to payment.

Payment for any additional lessons

- Log into Wisepay and select the **"Instrumental Lesson"** icon.
- Refine the search by instrument and then by timeslot (this will be by day and whether lunch time or after school)
- Select your desired timeslot (if this is to create a 'double slot', ensure this is the same timeslot as that which your son/daughter has been issued for their free lesson)
- Select the tutor and then proceed through to payment. (If your son already has lessons with a tutor and wishes to continue using them, if they do not show as an option this will mean that this timeslot is not available with them. Please go back and try a different timeslot)
- Please note, lessons are offered on a first-come first-served basis.
- Unless you are booking a 'double slot', your son/daughter could be allocated **any** 15-minute lesson within the time range selected.

If you have any queries or concerns, please do not hesitate to contact me on Finance@shsb.org.uk

The time and location of lesson allocated will be displayed on a timetable outside of the finance office and in the music department at the start of the autumn term. *It is anticipated that lessons will start in the second week of the term, that commencing Monday 9th September 2024.*

Please find the MS Form linked below:

<https://forms.office.com/e/cjWZ6xm2c>

Please find the terms and condition document for peripatetic lessons linked below:

<https://www.shsb.org.uk/attachments/download.asp?file=2743>

Yours sincerely,

Mrs M Wightman

Finance Officer & Peripatetic Administrator