

# 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



February 2020

Dear Parent(s)

### **RE: Peripatetic Music Lessons for the Summer Term 2019/2020 (Apr – Jul 2020)**

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

If you wish for your child to continue with their music lessons in the Summer Term (commencing Monday 20<sup>th</sup> April 2020), payment of £75 will be required in advance. The slot(s) your child is currently occupying will be the slot(s) they retain for the remainder of the academic year. The **deadline for payment will be Friday 13<sup>th</sup> March 2020**. 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.

Payment must be made via WisePay, you will find the payment item under the “trips and visits” icon on your WisePay homepage. Should you have any difficulty in accessing your WisePay account, please contact Mrs Howley in the Finance Office for further assistance.

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.

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

Please note, if your child is in Year 11 or Year 13 they will no-longer receive funded instrumental lessons in the summer term. This is because their coursework deadline falls early into this term, after which point there is no further benefit to be gained from instrumental lessons in terms of the exam outcome.

Should your child wish to continue with lessons in this term, this can easily be accommodated. You will have to pay the fee of £75 per lessons following the procedure outline above, and agree for your child to attend their lessons around exams and study leave. This may require them to liaise closely with their music tutor to ensure they are aware of any regular lessons which clash with exams etc.

For students in Year 11 who decide not to continue with Music as an A-Level, any remaining amount of the deposit initially paid will be refunded at the end of the Summer Term (amount remaining is calculated as the full deposit less a charge for lessons which were not attended and for which notice was not given. This is in keeping with conditions previously provided to you). This deposit can be carried forward for students continuing with A-Level music



For students in Year 13, any remaining amount of the deposit paid will be refunded at the end of the summer term, following the principle described above for calculating the amount remaining.

**There is a form to be completed on WisePay, please complete and submit this form at your earliest opportunity but by no later than 13<sup>th</sup> March 2020.**

**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,

A handwritten signature in black ink that reads "P. Worth". The signature is written in a cursive style with a large initial "P" and a clear "Worth" following.

Mr Worth  
Head of Music

