

Avila College

Private Instrumental And Singing Program Policy and Procedures

2017

*Music gives a soul to the universe,
wings to the mind,
flight to the imagination
and life to everything
- Plato*

Music at Avila College

Music is one of the most enriching activities that a young person can engage in and it is an integral component of Avila College's curriculum and extra-curricular activities.

Music is extremely valuable because it:

- Develops within the student the ability to play an instrument or to sing
- Develops self-discipline through consistent practice and preparation for lessons
- Improves neural processing
- Builds self-confidence to perform as a soloist and in ensembles and choirs
- Fosters a life-long appreciation of music
- Builds a sense of community through participation in ensembles and choirs
- Enables students to be actively involved in Avila College life through musical performances, Masses and other events where music is required

The Music Department at Avila College is equipped with outstanding facilities. The purpose-built complex comprises two music technology classrooms equipped with computers and keyboards, five practice rooms and a spacious Orchestra Room for rehearsing which also allows tuition on orchestral percussion.

Private Instrumental/Singing Lessons

Learning an instrument, or how to sing at Avila College

Our private instrumental/singing program operates during school hours and is an extension of the classroom based music learning experience offered to all Avila students from year 7 to 12.

The private instrumental/singing program offers students:

- the ability to individually pursue their own choice of instrument or learn how to sing
- personalised and customised music learning beyond what is possible in the general classroom
- first-class specialist instrumental and singing teachers, with the expertise of many years of teaching and performing
- the opportunity to be part of the many instrumental ensembles and choirs at Avila
- preparation for a music career

Ensembles and Choirs

Playing or singing in a group at Avila College

The ensemble and choir program at Avila operates before/after school and during lunchtime. It enables students from all year levels to participate in group and collaborative music learning experiences. It helps to develop a sense of community through regular attendance and engenders a sense of responsibility within students. They often develop lasting friendships with other students who enjoy similar music interests.

The following music groups are offered at Avila

Orchestra, Concert Band, Stage Band, Senior Ensemble, Avila Choir, Chamber Choir, Flute Ensemble, Clarinet Ensemble, Saxophone Ensemble, Brass Ensemble, Percussion Ensemble, String Ensemble, String Orchestra, Cello Ensemble, Stringphony, Guitar Ensemble, Ukulele Ensemble and Rock Band (refer to page 8 for session times).

Avila College ensembles and choirs are often invited to perform at major functions including Monash Council Citizenship Ceremonies, Order of Australia Ceremonies held at Melbourne Town Hall and Fundraising events held by Rotary and Oxfam. Other opportunities include weddings, masses, fetes, fairs, festivals and other community and Parish events (refer to page 9).

*Music is the divine way to tell beautiful,
poetic things to the heart. - Pablo Casals (cellist)*

Learning To Play and Sing Music

Progress and successful outcomes for participants of the music program are dependent on:

Regular and deliberate practice - Students should practise regularly and with careful attention to their technique and notes. Parental support and encouragement at home is vital, especially in the early stages.

Collaborative learning - All students who undertake the Private Instrumental/Singing Program at the College are encouraged to be members of our ensembles and choirs. Students who learn instruments or sing outside the College are also most welcome to join.

Participation - Students of music at Avila are strongly encouraged to be involved in music events and performances such as: School concerts, lunchtime recitals, liturgies and Masses and informal occasions as these provide valuable experience in music-making and performing.

Instruments

Private tuition is offered for an extensive variety of instruments as well as singing and theory:

Bassoon
Cello
Clarinet
Double Bass
Drum Kit
Flute
French Horn
Guitar (Acoustic, Electric and Bass)
Harp
Oboe
Piano
Piccolo
Recorder
Saxophone (Alto, Tenor and Baritone)
Theory
Trombone
Trumpet
Tuned Percussion (Xylophone and Timpani)
Ukulele
Viola
Violin
Singing

Please note:

Year 7 students wanting to pursue singing lessons at the college are encouraged to study a woodwind or brass instrument for a year prior to having singing lessons. This is to foster the ability to read music and to help learn breathing techniques. Students may commence singing lessons after completing a year's tuition on an instrument.

Year 7 Classroom Music

As part of the classroom music curriculum in year 7, all students will learn the basics of playing an orchestral instrument in large group lessons for one semester. This is not part of the Private Instrumental Lesson program.

*Next to the Word of God, the noble art of music is
the greatest treasure in the world.*

- Martin Luther

Avila Music Staff

Classroom Music Staff

Ms Roxane Lascaris	Music Co-ordinator
Mrs Clarissa Seamer	Music Teacher
Ms Beth Lyall	Music Teacher
Mrs Melissa McKinnon	Music Secretary
Miss Jill Wolfenden	Music Support

Instrumental / Singing Staff

Mr Broden Ford	Percussion	Miss Lauren McAlister	French Horn / Trombone / Trumpet
Ms Elizabeth Barcan	Flute / Piccolo / Recorder/ Clarinet /Saxophone	Ms Margarita Iourgaeva	Cello / Double Bass
Ms Mezz Coleman	Singing	Mrs Lydia Saroto	Piano
Mrs Diane Fernando	Piano / Theory	Mr Luiz Sasson	Guitar / Bass Guitar / Ukulele
Mrs Kate Gould	Singing	Mrs Clarissa Seamer	Violin / Viola
Ms Alannah Guthrie-Jones	Harp	Ms Beth Lyall	Violin / Viola
Mr Andrew Angus	Bassoon / Oboe		

Lessons

Lesson information

Students who enrol in the Private Instrumental/Singing program receive a total of 16 lessons per semester, usually balancing out to an average of 8 lessons per term. Lessons are provided during school hours, and are scheduled on a rotating timetable so that students do not miss the same class each week.

Lesson length

- 20 minute (individual)
- 30 minute (individual)
- 45 minute (individual – higher level students)
- 60 minute (individual – recommended for advanced students)

Music Theory lessons are also available for 30 minutes each week.

Students entering the program may be required to purchase music books and other resources as deemed necessary by their instrumental/singing teacher.

Music can change the world because it can change people - Bono

Fees and Payment

Private Instrumental / Singing tuition Fees and Payment

Payment of Private Instrumental / Singing tuition is required at the beginning of each semester upon registration. Please refer to the table below for lesson costs per semester (16 lessons)

Fee Structure 2017

Type of Lessons	Duration	Fee per semester (16 Lessons)
Individual	20 minutes	\$240
Individual	30 minutes	\$480
Individual	45 minutes	\$720
Individual	60 minutes	\$960
Theory Lessons	30 minutes	\$480
Annual Music Levy (non-refundable)		\$50

Music Levy

To contribute to the upkeep of the music department, a once-a-year levy of \$50 is charged. If lessons are cancelled, the levy still applies.

Please note:

- Private Instrumental/Singing program fees can no longer be added onto the College Annual Tuition Fee account.
- The **fee paid is also non-refundable** as registration is deemed to be for a full semester of tuition
- Students may commence lessons at any time throughout the year, but enrolment cannot be cancelled within the semester; **it can only be cancelled at the end of the semester.**
- Registration of your daughter's interest to participate in the program is required annually.

Payment of all applicable tuition fees will be required on Registration for your daughter to participate in this extra-curricular program. **The semester's tuition will be taken out of your nominated credit card at the beginning of each semester.**

Instrument Hire

Hiring An Instrument

Should students need to hire an instrument from the school, an 'Instrument Hire Form' (collected at the first lesson) must be completed and signed. When the form is returned to the Music School, the instrument can be collected. Please refer to the table below for all hire fees. This amount will need to be added to the total amount payable per semester.

Hire Fees 2017

Instrument Hire	Per Semester
Hire of Instrument	\$120
Hire of Double Bass	\$20

*If I were not a physicist, I would probably be a musician.
I often think in music. I live my daydreams in music. I
see my life in terms of music... I cannot tell if I would
have done any creative work of importance in music, but I
do know that I get the most joy in life out of my violin.
- Albert Einstein*

Lesson Schedule

Private Instrumental/Singing Timetable

Private Instrumental / Singing lesson times and rooms are located on the music notice board in the music school and are also available on SIMON in the daily messages section.

Instrumental / Singing teachers will allocate the time and day at least a week in advance. All lessons are scheduled on a rotational basis, allowing for minimal impact on normal classes.

It is the responsibility of each student to advise subject teachers personally of any absences due to private music tuition. It is also the student's responsibility to make up any school work missed.

Senior students are given priority for their lessons to be in free periods, at lunchtime or before / after school. Senior students are provided with out-of-class lessons where possible. Students are required to give their music teacher a copy of their class timetable to help plan lesson times in advance.

Attendance

Lesson Attendance

It is the student's responsibility to check and remember lesson times and rooms. Students need to take their instrument and music books to the lesson room five minutes before the scheduled time and knock on the door to let the teacher know that they are waiting.

Please note:

Private Instrumental / Singing teachers will not come to get students out of class. It is the student's responsibility to remember to attend their lesson.

Absence From Lessons And Entitlement To Make-Up Lessons

If a student is absent from school on the day of their lesson, please ring or email the school directly to let us know that they will be missing a private instrumental/singing lesson due to absence.

The lesson will be made up at a later date if the college is informed. A maximum of two makeup lessons will be offered to students.

The direct phone number for the College General Office is: 9831 9600 (please mention that your daughter will be absent from her private instrumental/singing lesson) or email: music@avilacollege.vic.edu.au.

Please Note:

If the college is not advised by 8.15am on the morning of the lesson, the normal fee will apply for the missed lesson.

Excursions

It is the responsibility of each student to advise the private instrumental / singing teacher of any pending school excursion or similar function, at least a week in advance, if possible.

Missed Lessons By Students

If a student misses a lesson without a reason given (i.e. excursion / absence) the College will email a 'missed lesson alert' to the parent.

Private Instrumental/Singing Teacher Absence

If a teacher is absent, students and parents will be emailed, a note will also go up on the timetable and the lesson room door. A make-up the lesson will be arranged at a later date.

*Where words fail, music speaks
- Hans Christian Andersen*

labelling lessons

Cancelling Music Lessons

If students / parents would like to discontinue lessons, a 'Letter of Cancellation' form must be completed. These forms can be collected from your instrumental / singing teacher or the Music School.

The cancellation form must be returned to the **Music Office** before the end of semester, otherwise the student will be re-enrolled and the payment for the following semester's tuition will be charged.

Please note:

There are **no cancellation opportunities within term**, only at the end of each semester.

If the student has hired an instrument from the College, it must be returned to the instrumental teacher, so they can record that the instrument has been returned.

Instrument Storage, Care and Repairs

Instrument Storage And Repairs

Instruments are stored in the 'Instrument Storage Room' in the Music School during school hours.

For Occupational Health & Safety reasons, at no time should instruments be kept in the year level corridors or doorways. The student is at all times responsible for the care and safety of themselves and others as well as the instrument and they should avoid situations where the musical instrument in their possession could hurt someone or be damaged. *Instruments must be treated with care and respect at all times.*

If a school instrument is damaged or lost, it must be reported immediately to the Music Coordinator. Students will be charged for the cost of repair to any hired or borrowed instruments that are damaged while in their care. Lost instruments must be replaced with an instrument of equal value.

If an instrument needs repairing, please inform the instrumental teacher of the problem, or bring the instrument into the music school office. Sometimes it can take a few weeks to repair an instrument; students will need to negotiate with their teacher as to what to do in lesson times while waiting for the instrument to come back. (I.e. use a spare instrument, have a theory lesson or wait until the instrument is returned and resume lessons.)

Students/Parents will be emailed when a repaired instrument is ready for pick up at the Music Office.

Sheet Music and Equipment

Purchasing Music Books / Equipment

Please refer to the Sheet Music and Equipment Suppliers list available in the music department for purchase options. These suppliers will be able to provide the music books, reeds, strings etc. that may be required for instrumental / singing lessons.

Lesson Record and Practise Book

Students should bring a small blank exercise book to each lesson so that their Private Instrumental / Singing teachers can use this to write down information about lessons. It is also an excellent way of remembering what to practise each week and allows parents to see progress.

Student Files

Teachers may need to leave music books or equipment for their students outside of lesson times; they will be placed in the blue student files located outside the music office.

Communication and Reports

All instrumental/singing staff have a college email address for communication between students/parents. At the end of each semester an instrumental/singing report will be issued. This is incorporated in the normal college report.

Music Examinations

A.M.E.B Examinations

Students may be encouraged by their teacher to enter a music examination. The Australian Music Examination Board (A.M.E.B.) offers five practical examination sessions during the year and two music theory sessions. All examinations are conducted at centres throughout Melbourne. Occasionally the examinations are held at the college.

A 'Permission to do an Examination' letter will be sent home to parents requesting approval. Examinations incur a charge and the cost varies depending on the Level/Grade. Prices are available on the A.M.E.B. website: <http://ameb.unimelb.edu.au/>. **The fees are payable prior to enrolment in the examination.**

Piano Accompaniment

Please note Piano accompaniment fees are extra and are also payable on Registration if required.

Accompaniment Fees 2017

Accompaniment	A.M.E.B. Exam Level	Fee per rehearsal and performance
Piano Accompaniment for Exams and performances	Grade 1 – 4 A.M.E.B.	\$50 for two 15-minute rehearsals plus examination / performance
Piano Accompaniment for Exams and performances	Grade 5 A.M.E.B. and above	\$70 for two 30-minute rehearsals plus examination / performance
VCE Music Performance	Units 1, 2, 3 & 4	\$40 per hour
Extra rehearsals	~	Available at the rate of \$30 per 30 minutes

Avila Music Events

Calendar of Music Events for the Year

Orchestra Camp	March	Oasis Campsite, Mount Evelyn	Orchestra members
Avila/Mazenod Orchestra	April	Mazenod	Orchestra members
Creative Arts Festival	May	The Besen Centre, Burwood	All instrumental ensembles and choirs perform
Music Festival	August	Avila College	All instrumental ensembles and choirs perform
Avila Day	October	Avila College	All choirs and some instrumental ensembles perform
Presentation Evening	November	Robert Blackwood Hall, Monash University	Orchestra and some instrumental ensembles and choirs perform

I think music in itself is healing. It's an explosive expression of humanity. It's something we are all touched by.

- Billy Joel

Avila Ensembles and Choirs

Avila Ensembles and Choirs

One of the best ways to improve your playing/singing and a great way to meet and connect with other musicians is to join an ensemble or choir. We have a group to suit every player/singer from the beginner to the advanced student.

The following is a list of the College ensembles and choirs students can participate in.

DAY	ENSEMBLE	TIME	ROOM
Monday	Percussion Ensemble	1:10pm	Orchestra Room
Tuesday	Stage Band	8:00am	Orchestra Room
	String Ensemble	1:10pm	Music Classroom 1
	Avila Choir	1:10pm	Bunjil
	Flute Ensemble	1:10pm	Music Classroom 2
	Cello Ensemble	1:10pm	Orchestra Room Right Half
	Chamber Choir	3:15pm	Orchestra Room
Wednesday	Orchestra	8:00am	Orchestra Room
	Brass Ensemble	8:00am	Music Room1
	Ukulele Ensemble	Recess	Music Classroom 2
	Orchestra	1:10pm	Orchestra Room
Thursday	Concert Band	7.50am	Orchestra Room
	Rock Band	1:10pm	Music Classroom 1
	Music Theatre Choir	1:10pm	Bunjil
	Clarinet Ensemble	1:10pm	Orchestra Room
	String Orchestra	1:10pm	Music Classroom 2
Friday	Harp Ensemble	1:10pm	Practice Room 3
	Year 7 Class Band	1:20 – 1:35pm	Orchestra Room

For further information please email: music@avilacollege.vic.edu.au or contact the Music Secretary, Mrs. Melissa McKinnon on 9831 9658 or the Music Co-ordinator, Ms. Roxane Lascaris on 9831 9648 during school office hours

You know what music is? God's little reminder that there's something else besides us in this universe; harmonic connection between all living beings, everywhere, even the stars.

- Robin Williams in August Rush (2007)