

## CANNON LANE PRIMARY SCHOOL (4—11 years)

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Mr Alastair Phillips Headteacher

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Tuesday, 9<sup>th</sup> May 2017

Dear Parents/Carers,

Instrumental music is hugely popular at Cannon Lane, with over two hundred children studying with our visiting colleagues from Harrow Music Service. This is a fantastic achievement, but such popularity does present challenges regarding availability. It is the school's wish that our system for allocating instrumental places be as fair as possible.

### How to apply:

Instrumental places for the year 2017/18 will once again be allocated via an online booking system hosted on the school website, which can be found here <http://music.cannonlanepriamry.org>.

I recommend that parents visit this site before booking opens for detailed information about:

- a) how to book an instrumental place,
- b) the cost of lesson fees
- c) how to make payment.

The site has also been made mobile ready, and can be accessed easily from a smart phone or tablet. The website is now live and parents are encouraged to visit the site to familiarise themselves with its layout and content.

**Instrumental places are offered with the understanding that pupils are making a commitment for the whole academic year.** It is essential that prospective parents refer to our Instrumental Lessons Agreement document attached to this email regarding the school's terms and conditions. The slip attached to this agreement must be signed and returned to the school before lessons can commence in September 2017.

There are a limited number of places available for each instrument. Each child is only entitled to **one** instrumental place. Steel Pans are the only exception, and may be studied in conjunction with another instrument.

**The booking system will go live at 7:00pm on Wednesday 17<sup>th</sup> May 2017.** Parents will be asked to provide their name and their child's name/class alongside an email address in order to book an instrumental lesson. Whether you have previously used the booking website or are a new user please visit <http://music.cannonlanepriamry.org/booking-lessons-step-by-step-guide/>.

If you believe you are going to have difficulty gaining access to our booking system please contact me directly, and I will be happy to assist you in any way I can.



Who should apply:

Only those children who will be in **Key Stage 2** (Years 3, 4, 5 and 6) **from September 2017** are eligible for instrumental lessons.

You need only apply if:

- i) your child is a new starter for the year commencing September 2017
- ii) your child is currently learning at Cannon Lane, and would like to change to a different instrument, starting from September 2017

**If your child would like to change their instrument of study for the next academic year, please notify the office as soon as possible.**

You **do not** need apply if:

- i) your child is currently learning their instrument of choice and wishes to continue in 2017/18

**Note on Drum applications:**

At the teacher's request, only pupils in Years 4, 5 and 6 from September 2017 will be able to apply for Drum places. Please do not apply for Drum places if your child will be in Year 3 from September 2017.

Unsuccessful application

Last year the booking system proved very popular. All of our instrumental places were booked within two and a half hours of the portal opening. Certain instruments were particularly popular. All Guitar, Keyboard and Drum places were booked within the first ten minutes.

If you are unable to successfully attain a place for your instrument of choice the school will do everything possible to support parents. Parents are welcome to select an alternative instrument that may be still available via the booking website. Alternatively, I can present parents with options for your child to learn their instrument of choice externally.

I urge all parents who experience any difficulties to contact me directly. A waiting list will be created where needed.

My overriding aim is that every child should have the opportunity to learn their instrument of choice. I will do my utmost to ensure this happens.

If you have any further queries regarding this process outlined above, or wish to discuss alternative options for studying externally, please do not hesitate to contact the school office.

Yours sincerely,

Mr. Kirwan

Specialist Music Teacher

