

# Kenmore State High School Music Department

**Head of Department:** Joanne Willett

**Music Teachers:** Hailey Gibson, Kathleen Gallagher

**Co-Curricular Staff:** Joshua Clifford (Vocal), Imogen Bye (Vocal), Alice Emor-Kan (Percussion), Edward Kennedy (Brass), Heather Conomos (Woodwind), Alice O'Donnell (Strings), Matthew Hoey (Strings), Nicolas Gibson (Guitar).

## VOCAL LESSONS AGREEMENT FORM 2024

Qualified voice teacher offers lessons at the school. The intention of providing this service to students is to complement the work of classroom teachers and support the vocal ensembles in the school. **Students must be enrolled in Vox Nova, Lyric Voices or Chorale to access vocal lessons at Kenmore State High School.**

### Payment of Fees

1. Students are taught in small groups at a cost of \$15 per lesson (3-4 students), shared lesson \$22 (2 students), private lessons cost \$42 per lesson, to be paid as a lump sum at the beginning of each term.
2. **Minimum notice of 24 hours is required if the lesson will not be attended or the full fee will apply. Do not leave a message at school. Contact the teacher directly.**
3. Lessons will only be made up if the teacher is absent.
4. Term fees vary according to the number of weeks in a term, to a maximum of 11 weeks.
5. Accounts are issued at the teachers' earliest convenience. Payment is due within 2 weeks. **Lessons will not continue until fees are paid.**

### Lesson Absence

Please note clearly the obligation on parents and students to notify the teacher of absences, and the conditions upon which lessons will be charged for or made up as set out below:

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|--|---|
| 1. <b>Teacher Absence</b>                  | <b>Lesson made up by teacher</b>  |
| 2. <b>Student excursion or school exam</b> | <b>Student MUST notify well in advance and arrangement with the teacher to attend another lesson. Failure to notify in advance (at least 24 hours notice) will result in full fees being charged.</b> |
| 3. <b>Student illness</b>                  | <b>Parent or student must notify the teacher the night before by phone contact.</b>   |
|  | Joshua Clifford <a href="mailto:jclif131@eg.edu.au">jclif131@eg.edu.au</a>  |
|  | Imogen Bye <a href="mailto:ibye1@eg.edu.au">ibye1@eg.edu.au</a>   |

### Conditions of Withdrawal

1. Students may only withdraw from tuition **AT THE END OF A TERM. TERM FEES WILL NOT BE REFUNDED.**
2. The teacher must receive notification of withdrawal **IN WRITING** before the completion of the school term to withdraw from the next term so that groups may be rearranged.

### **Parent/Guardian Agreement**

I, \_\_\_\_\_ in relation to my child  
\_\_\_\_\_ undertaking vocal tuition on a user-pays  
basis at Kenmore State High School, agree to the above conditions.

Parent/Guardian signature \_\_\_\_\_ Date: \_\_\_\_\_

Vocal Teacher signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent Email Address for Billing \_\_\_\_\_ Phone: \_\_\_\_\_