

RainbirdPianoTuition

Pupil information, parent contact details and consents (2019/20)

Pupil's Name: Date of birth:

School: Class/Year:

Home address:

Parent/Guardian's name:

Parent/Guardian's email address:

Parent/Guardian's home phone no: Mobile no:

Payment for lessons

☐ Monthly standing order ☐ Invoice every 10 lessons ☐ Invoice every term ☐ Invoice every half-term

Safeguarding

1.. Physical contact and working alone with children and young people under 18 years of age

Please tick the box and sign below to indicate your consent:

I understand that Philippa Rainbird works alone with children and agree to the use of limited physical contact where appropriate to demonstrate or correct body posture or hand position during piano lessons.

☐ Signed: Date:

2. Additional emergency contact

Name/Relationship to pupil: Phone No:

3. For parents/guardians of pupils making their own way to piano lessons

If I am unable to teach, or your child is delayed/needs to cancel their lesson on, it is helpful to exchange mobile phone numbers so that we can communicate directly and update each other. I will always contact you too.

Please tick the box and sign below to indicate your consent:

I agree that my son / daughter can exchange mobile phone numbers with Philippa Rainbird.

☐ Signed: Date:

My son/daughter's mobile phone no:

Data Protection (GDPR compliance)

Please tick the box and sign below to indicate your consent

I understand that RainbirdPianoTuition will keep all personal data secure and will not pass them on to a third party unless it is necessary to support my child/ren's learning, eg entering them for grade exams/competitions.

☐ Signed: Date:

Background information:

Previous music learning

Please say how long your child has been learning the piano and/or another musical instrument, and what grade exams they have passed:

.....

Learning needs and preferences

Please inform me, if relevant, of anything I should know to support your child's learning and enjoyment of music:

.....

.....

Practice at home:

Please describe the instrument you have available at home:

.....

What musical skills are there in the family?

.....

Which days in the week/times will your son/daughter be able to practise?

Please give me an initial indication below; this is an opportunity for you to think about a weekly routine:

Day	Time (before/after which activities?)	Approx duration per session
Total possible practice time per week:		

RainbirdPianoTuition

Philippa Rainbird - Piano Tutor

38 Highland Road, Earlsdon, Coventry CV5 6GR pjrainbird@aol.com / philippa@rainbirdpianotuition.uk

Professional fees

My professional fees are **£36 per hour**: £18 for 30 minutes, £27 for 45 minutes. Sibling rates available (£34/hr). Payment is by monthly standing order or by invoice every term/half-term/10 weeks in advance, by arrangement.

When and where for lessons

Piano lessons are available at Earlsdon Primary School and at my home in Earlsdon, Coventry.

Piano practice/independent learning at home between lessons

To make progress and improve, piano pupils need a suitable instrument at home, ideally a full-sized piano (acoustic or digital) with 88 touch-sensitive keys. Families should try to establish a routine for practice.

Approach to musical education and piano teaching

Piano lessons at all levels develop pianistic skills, musicianship, creativity and the enjoyment of music. Pupils have regular opportunities to perform and share their progress in informal pupil concerts or assemblies. Beginners' resources are provided and support early learning activities along Kodály principles.

Grade Examinations

Pupils can prepare for grade examinations and participate in competitions when all parties have agreed this (pupils, parents and teacher). Entry fees are payable separately.

Notice period

Half a term's written notice is required if you wish to stop having piano lessons with **RainbirdPianoTuition**.

Professional status

I hold a Diploma in Piano Teaching from the Royal Academy of Music in London; the Cert. Piano Teachers' Course (EPTA); and the new Certificate for Music Educators from the Associated Board of the Royal Schools of Music. I am also a qualified school teacher, with extensive experience of working with young people.

I am active in my professional body, EPTA-UK (European Piano Teachers' Association) and currently serve as Regional Organiser for the West Midlands. Membership of EPTA-UK gives me public liability cover in all settings.

Safeguarding

I have Enhanced DBS clearance to work alone with children and adhere to Earlsdon Primary School and EPTA-UK's safeguarding and inclusion policies. **RainbirdPianoTuition's** own safeguarding, inclusion, behaviour and privacy policies are available for reference on request.

Parents must complete and sign a pupil information form, updated every year, to give their consent regarding the use of limited physical contact in lessons to demonstrate / correct posture or hand position.

Parents are invited to sit in on lessons at my home and are welcome to contact me at any time.

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For positive partnerships in piano teaching and learning:

Communication

Email is my preferred means of communication with parents/adult students: pjrainbird@aol.com or philippa@rainbirdpianotuition.uk

- Please feel free to contact me at any time regarding your/your child's progress.

Payment of fees

All fees should be paid *in advance*.

- **Invoices**
Payment should be made at the start of the relevant payment period.
- **Monthly payments**
Payments by standing order are due on the 1st day of each month and run from September to August inclusive for each school year.

Absence from piano lessons

Please notify me *in advance* if you or your child cannot attend a lesson.

- I will re-schedule the lesson where possible to make up the time.
- If this is not possible, the lesson will be carried forward.
- If I do not receive notice the lesson is forfeit.

Cancellation of piano lessons

If I need to cancel a lesson I will give as much notice as possible, by email or by text.

- The lesson will be re-scheduled where possible, or carried forward.
- Where applicable, monies will be reimbursed.

Notice to stop piano lessons

One month's notice is required to stop piano lessons. Notice can be given by either party: parents/adult students or RainbirdPianoTuition.

Grade examinations, festivals and competitions

RainbirdPianoTuition is happy to prepare students for theory and practical examinations when they are deemed to be at the required standard and willing to do the necessary practice. This should be agreed by all parties.

- **Entry fees** and exam learning resources are payable separately.
- **Participation in festivals and competitions** is purely voluntary.
- Students always benefit from opportunities to perform, often on excellent pianos.