

Oatley Public School Band Program



***2020 Band Handbook:
Information for parents and students***

Contents

Principal's foreword	4
1. Quick Look: How to join the Band Program.....	5
2. Band rehearsals	6
3. Concerts and performances.....	6
4. Fees and charges.....	7
4.1 Band fee	7
4.2 Tutorial fee.....	7
4.3 Percussion hire/purchase costs	8
5. Who plays what?	8
6. Instrument tuition	8
7. Sheet music and equipment.....	9
8. Practising at home	10
9. Attendance and absences.....	10
10. Band membership is fun, but there are rules.....	10
11. Policy on Payment of Fees, Missed Tutorials, and Withdrawal from the Band.....	11
12. Policy on Changes to Fees.....	12
13. Application form.....	13

Important dates

- Wednesday 16th October 2019 Return Application form
- Thursday 24th October 2019 Band Auditions (children only)
- Friday 1st November 2019 Students advised of instrument allocation
- Contact your tutor before week 1 of Term 1 2020
- Training band rehearsals start Wednesday 5th February 2020 (Week 2 of Term 1)
- Band Camp Saturday June 13th and Sunday June 14th 2020 (After long weekend)

Principal's foreword

Dear Band Families and Students

The Oatley School Band Program is designed to foster students' musical abilities and love of music. Band membership provides a unique opportunity for your child to learn an instrument, experience the pleasures of performing and develop important teamwork skills.

All Year 3 students are eligible to join the Training Band - they are not required to read music or play an instrument. However, they do have to demonstrate their commitment by attending weekly rehearsals and tutorials and practising their music at home.

The Band Program includes a Training band (Year 3 students), an Intermediate band (Year 4 students) and a Concert band (Year 5 & 6 students). The program is managed by a committee made up of the band Director, Assistant director, the school principal and an administration coordinator.

This Handbook includes important information about the program. Please read it carefully and keep it in a handy place for future reference.

Debbie Hunter
Principal

1. Quick Look: How to join the Band Program

Step 1 – Complete the Application Form

Fill in the Application Form (page 13) .Submit the completed form and email it to jacqueline.borg@det.nsw.edu.au by **Wednesday 16th October 2019**.

Step 2 – Band Director assigns instruments

It is important that we allocate a variety of instruments to get a balanced band.

Learning to read music, developing a sense of rhythm, and being part of a team are some of the skills learnt, regardless of which instrument is played. Also, learning one instrument makes it much easier to learn a second instrument.

Many of our tutors started on one instrument in our band, and are now competent in several instruments. The band Committee will advise you of the band conductor's decision by **Friday 1st November 2019**.

Step 3 – Sign the contract

After an instrument has been chosen for your child, you will be asked to acknowledge the conditions of acceptance and sign the contract this contract commits families to the program for a **full year**. Please read it carefully and remind your child of the responsibilities of band membership, including regular attendance at rehearsals (rehearsals start promptly at 7.50am even on cold wet winter mornings!) and commitment to practice. The signed contract should be emailed back to the Band Coordinator by **Friday 8th November 2019**.

Step 4 – Set up a tutorial time

As well as attending weekly band rehearsals during term time, band members are tutored once per week. You should make arrangements for your child's tutorial in January 2020 before Term 1 starts. You can choose your own tutor or there are a few listed on page 9. Lessons must commence on or before week 2.

Step 5 – Attend the first Training Band rehearsal and pay band fee

The first Training Band rehearsal will be held on Wednesday 7th February 2020 in the school hall at 7:45am, Week 2 of Term 1 2020 and the annual fee is due in Week 8 of Term 1. The arrangement for payment of tutor fees is made between parents and the tutor.

The Band Committee

A Band Committee manages the Program. The Committee:

- Organises band activities, such as rehearsals, concerts and competitions
- Administers band funds
- Facilitates instrument hire, repair and purchases.

2020 Band Committee members are:

Principal: Debbie Hunter
Band Director: Kane Wheatley
Assistant Director: Megan Sterling
Admin: Jacqui Borg

2. Band rehearsals

The Training Band rehearses for an hour, once a week, during the School term. Children need to arrive at the School Hall **by 7.45 am** and are expected to attend all rehearsals.

In 2020 Training Band: 7:50am Wednesday
 Intermediate: 7:50am Thursday
 Concert Band: 8:45am Wednesday

Please note: these times and days may vary slightly but we will inform you as soon as possible before the start of term 1, 2020.

Students need to bring their instrument, Essential Elements book, music folder and a pencil to every rehearsal.

3. Concerts and performances

Band members have many opportunities to demonstrate their expanding musical abilities at performances and workshops throughout the year. These activities include:

- Twilight concert.
- Band camp (held at the school on the weekend of June 13th & 14th from 9.00am-3pm.)
- School events (Leadership ceremony)
- Community events (Oatley Lions festival)
- St George performing arts (Concert Band)
- Police Band co performance

4. Fees and charges

4.1 Band fee

An annual fee covers the cost of the Program.

In 2020, the Training Band fee is \$420. This covers the Band Conductor's fees, performance costs and the purchase of music.

An invoice will be issued at the first rehearsal in 2020. This is due in Week 8 of Term 1. If band fees are not paid by this time, your child will be unable to participate in Band rehearsals and performances.

Annual fee
Band Fees: \$420.00
Band Camp: \$100.00
Total: \$520.00

Band fees are non-refundable if your child leaves the band before the end of the year.

4.2 Tutorial fee

In addition to band rehearsals, students must attend weekly private tutorials during term time with a qualified music tutor. The tutorials are for 30-45 minutes and are important for building musical skills. Tutorials focus on the band repertoire, and can cover solos and duets, and preparation for music exams.

The arrangement between tutors and parents is independent of the Band Committee.:

\$35-\$40 per tutorial for individual tutorials i.e. \$350-\$400 per 10 week term.

Tutors will invoice you at the beginning of each term. Please pay promptly and no later than two weeks from the date of receiving your invoice. The arrangement for the payment of tutor fees is made between the parents and the tutor.

4.3 School instrument hire

The School will only hire the following instruments: **Euphonium**

The School instrument hire fee is \$200 per year.

Euphonium is always owned by the school and is hired for 4 years.

Two Students are selected in Intermediate band to be extended on Bass Clarinet and Tenor Saxophone. These instruments are provided by the school at no charge provided the student owns their own clarinet/Alto saxophone. The selected families accept responsibility for the care of the instrument.

The following instruments are available for Band members.

	Approximate Retail Price	Make & Model
Flute	\$695	Yamaha YFL221 student
Clarinet	\$695	Yamaha YCL 255 student
Alto Saxophone	\$1695	Yamaha YAS280 student
Trumpet	\$695	Yamaha YTR2330 student
Trombone	\$995	Yamaha YSL154 student
Euphonium	\$2295	4 years hire
Drum Kit	\$650	5 piece drum kit

Reeds: Reeds are available for purchase at the rehearsal and are needed for Saxophones and Clarinets only. They are \$4.00 each

5. Who plays what?

To get a balanced band we need a range of instruments. There is often high demand to play certain instruments, such as the flute, clarinet and percussion. Some years it is harder to fill some of the other positions.

It's a bit like selecting for a soccer team; not everyone can be a forward. No one player is more important than the others and all of the players are required to get the best result. Keep in mind that children who play less 'popular' instruments may have a better chance of securing a place in a high school band or receiving a high school music scholarship.

6. Instrument tuition

The Band Committee provides a list of highly qualified professional tutors who teach for Oatley School. The arrangement between tutors and parents is independent of the Band Committee and you will need to contact the tutors before the start of Term 1 to arrange lessons (if new to the Band) or to confirm lessons (if continuing). Please note, you do not have to use these tutors, you can source your own.

Tutorials are for 30-45 minutes, once a week during term time.

Some tutors are available for tutorial in School time (before school, lunch and fruitbreak) from 8.20 am til 9.20am, 11.20am til 12.10pm and 1.55pm. You must be an active member of the band program, to be able to access tutorials in school hours.

If you have any further questions please speak to the Band Conductor or your tutor. We strongly suggest you try to meet your tutor in Term 1 to say 'hello' and keep in regular email contact with them.

All questions regarding tutorial times and fees should be directed to your tutor. Please remember - you are responsible for notifying your tutor if your child cannot attend a tutorial

Cancelling your tuition

If you wish to cancel your tutorials for the remainder of a **current term**, please notify your tutor and the Band Conductor in writing as soon as possible. Paid fees are not refundable. If you haven't paid your tuition fees, you will have to pay the full term's tuition fees.

If you do not want your child to continue with the **following term's** tutorials, you must notify your tutor and the Band Conductor in writing **before** the end of the current term. Failure to do so will mean you will have to pay the full tuition fees for the following term.

INSTRUMENTS	TUTOR	EMAIL/PHONE
Flute	Sarah Kang	eungi.kang@gmail.com 0413 058 742
Saxophone/ Clarinet	Chris Cirevski	chriscirevski@bigpond.com 0433 500 003
Trumpet/ Trombone/Euphonium	Byron Westbury	byron.westbury@hotmail.com 0435 456 786
Percussion (not available at school)	Matthews West 59 Lloyd St Oatley	westmatthew11@gmail.com 0466 800 564

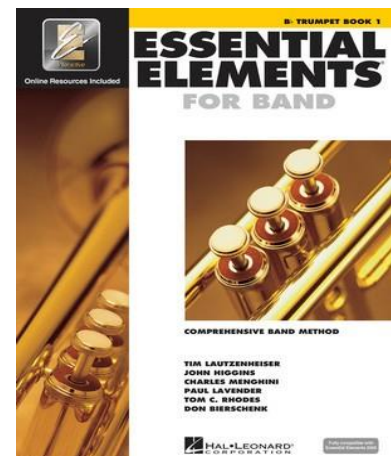
7. Sheet music and equipment

Practice copies of music will be issued for use at home and in tutorials and rehearsals. These copies remain the property of the School. Illegal photocopying of music is an offence and the School can be fined very harshly for it. If any music is missing please notify the Band Conductor.

A pencil with an eraser should be kept with the folder. Pen should not be used on the music. Always have on hand extra supplies relevant to your instrument, this may include cork Grease, valve oil, spare reeds and cleaning equipment. All music stores should carry these items. Please ask your tutor if you are not sure of what you need or how to care for your instrument.

You also need to purchase the following items, prior to rehearsal start date. These items can be purchased from any music shop

- *Essentials elements book 1 (yellow).
- *Black display book
- *Portable music stand (light weight)



Sample

8. Practising at home

Regular practice at home is important for your child's musical development and is an expectation of band membership.

When and where to practise

- A quiet, enclosed room with no distractions
- Early morning is best. Avoid late evening when body and mind are tired
- Aim for 5-6 practices per week (4 practices as a minimum)
- At least 20 minutes per day increasing the time as endurance increases.

What to practise

- Warm ups - long tones you can play comfortably
- Technical work - set scales and exercises
- Specific pieces of music - band pieces (priority), solo pieces set in your tutorial, duets, ensembles.

How to practise

- Concentrate on small pieces of a tune - maybe one or two bars
- Start slowly and build up speed gradually and repeat several times until you start to improve
- Don't repeat so much that you start to lose concentration - there is always tomorrow!

Recording your practise

- Each student should record their practice each week on the Practice Sheet
- The parent/carer should sign off the Practise Sheet each week
- The Practise Sheet also helps in communication between the tutor and the parent if there is a particular piece or technique your child should focus on.

9. Attendance and absences

Students are expected to attend band rehearsals each week. Please email Mr Wheatley if your child is sick:kane.wheatley1@det.nsw.edu.au

10. Band membership is fun, but there are rules....

The School Wellbeing Policy applies to all activities relating to the Band. Students must take direction from the Band Conductor, their tutors and the Band Committee as they would from their classroom teacher.

OATLEY SCHOOL BAND

POLICY ON PAYMENT OF FEES, MISSED TUTORIALS, AND WITHDRAWAL FROM THE BAND

1. Term fees

The school will invoice you for band fees at the beginning of the year. Your tutor will invoice you directly for the cost of weekly tutorials at the beginning of each term. Please pay promptly and no later than two weeks from the date of receiving your invoice. Band membership may be reviewed if band memberships are not paid in a timely manner.

2. Keeping tutors informed

Please email or phone your tutor if your child will miss a tutorial for any reason. This is a courtesy to the tutor and is your responsibility. This includes if your child is away sick, is involved in an out-of-class school activity, on a school or class excursion, or if you're going to be away for any other reason e.g. holiday.

2. Missed tutorials

If tutors are given more than 24 hours' notice, they may be able to arrange a 'make up' tutorial to replace the missed tutorial, depending on the tutor's availability. In these situations, you will not be invoiced for the 'make up' tutorial.

If your child misses a tutorial for any reason, without giving the tutor at least 24 hours notice, you will need to pay for the missed tutorial. Please note that missed tutorials due to an unforeseen School event, that you as the parent/carer were unaware of, are deemed non-refundable.

You will not have to pay for a missed tutorial if:

- Your tutor can't attend the tutorial due to illness or other commitments and no replacement tutor is available
- Your tutorial falls on a public holiday

3. Cancelling Tutorials

If you wish to cancel your tutorials for the remainder of a **current term**, please notify your tutor and the Band Conductor in writing as soon as possible. Paid fees are not refundable. If you haven't paid your tuition fees, you will have to pay the full term's tuition fees.

If you do not want your child to continue with the **following term's** tutorials, you must notify your tutor and the band conductor in writing **before** the end of the current term. Failure to do so will mean you will have to pay the full tuition fees for the following term.

If you have any further questions please speak to the band conductor or your tutor.

4. Withdrawal from the Band Program

If your child withdraws from the Band Program you must advise your tutor, the Band Committee and the Band Conductor as soon as you are aware that your child will be withdrawing.

OATLEY SCHOOL BAND

POLICY ON CHANGES TO FEES

The Oatley School Band is a voluntary not-for-profit entity. The costs involved in running the band (e.g. conductor fees, performance application fees, instrument maintenance and repair) are financed by the band membership fees.

Additional funding for capital purchases and performance support are provided at the discretion of the P&C and are decided upon on a case-by-case basis. The Oatley School Band is greatly appreciative of the P&C for the funding it has received to date.

The Band Committee provides a list of professional tutors. The arrangement between the tutors and parents is independent of the Band Committee. However, to ensure that all students at Oatley School are given an equal opportunity to receive tuition, the tutors have generously agreed to charge lower than commercial rates for Oatley School children.

Any decision to change the fees is made by the Band Committee in consultation with the School Principal. The decision to change fees is dependent on the costs of running the School Band and takes into consideration the current commercial rates for conducting, instrument hire, and tuition.

An increase in band membership or instrument hire fees is recommended if the day-to-day running costs exceed the income generated from membership and instrument hire fees.

An increase in conductor fees or recommended tuition fees is recommended if the current Oatley Band conductor and tutor rates are too far below commercial rates.

All band membership, instrument hire, and recommended tutorial fees are reviewed every two years by the Band Committee.

The Band Conductor may advise on current commercial rates for conducting, tutoring, or instrument hire but must be absent on any decisions to change conducting fees.

2020 OATLEY SCHOOL TRAINING BAND

APPLICATION FORM

Submit this form via **email** at to jacqueline.borg@det.nsw.edu.au

Student's name: **Class:**

	Parent/carer 1	Parent/carer 2
Name		
Email address		
Mobile phone		
Home phone		