

**JOHN XXIII COLLEGE**

DISCOVERING MUSIC



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SEEK JUSTICE



Music is offered as part of the curriculum at John XXIII College, and through a large variety of co-curricular opportunities.

From Pre-Primary to Year 7, Music is a classroom subject and delivered by specialist Music staff. In Years 8 – 10, students can choose to pursue Music as one of their elective choices and, it is offered as an ATAR subject in Years 11 and 12.

John XXIII College has a proud tradition of its musical excellence and inclusivity, as well as its musicians pursuing further study and careers in music.

A comprehensive instrumental program is offered at the College and, is subscribed to by over 600 students. Enrolment in music lessons requires students to attend a 30-minute lesson, generally during school time.

Students can choose from a wide variety of musical instruments, many of which are available for hire through the Music Department:

### **Woodwind**

Flute, Oboe, Clarinet, Bassoon, Saxophone

### **Strings**

Violin, Viola, Cello, Double Bass

### **Brass**

Trumpet, Trombone, French Horn, Euphonium, Tuba

### **Guitar**

Classical Guitar, Acoustic Guitar, Bass Guitar, Electric Guitar

### **Voice**

Classical, Music Theatre, Jazz, Contemporary

### **Piano**

Classical, Jazz, Contemporary/Leisure

### **Percussion**

Orchestral Percussion, Drum Kit

### **Music Theory**

Curriculum support and tuition.

### **Please note:**

- Year 1 and 2 students can enrol in piano only.
- Woodwind and Brass tuition is only available to students in Years 5 and above.
- Guitar is only available as an Acoustic option for students in Years 3 - 6.
- Voice tuition is only available to students in Years 6 and above.
- Secondary students may enrol in no more than three instruments at the College.

For information regarding John XXIII College ensembles, please refer to the 'Co-Curricular Music Program' page.

### Enrolment

Enrolling a student in instrumental lessons requires an electronic Enrolment Form to be submitted. These can be found via the College website, SEQTA Documents or, via a QR Code in the Music Office. Enrolments are processed towards the end of each semester.

When the enrolment form is submitted it is processed by the Music Office, who will allocate a Music Tutor. Timeline for allocation varies based on tutor availability and may result in the application being added to a waiting list for certain instruments. Once allocated, the allocated tutor will contact families directly to schedule lessons. If you have any questions, please contact the Music Office on 9383 0440.

**Further details, terms and conditions are included on the electronic Enrolment Form.**

### Fees

Thirty six lessons are given throughout the year, divided into two semesters (18 lessons per semester). Music lessons are paid in advance with College fee accounts.

Lesson rates for 2023 have been set at \$36 for a 30-minute lesson. Extended lessons (60 minutes) are available to senior students on request and are calculated accordingly.

**Students who are enrolled in the Instrumental Music Program will be re-enrolled automatically at the beginning of the new calendar year unless an electronic Notice of Intent to Withdraw from Instrumental Lessons form is received.**

Any queries regarding fees or instrumental lessons should be directed to the Music Office.

### Instrument Hire

Instruments are available for hire at a fee of \$200 for one year. The hiring agreement is for one year, only. After one year, students are expected to purchase their own instrument. Students hiring small sized stringed instruments are not expected to purchase their own instrument until they have reached full size. These students are still subjected to a one-year hire period and will have to re-hire on an annual basis.

All wind and brass instruments on hire must be returned to the Music Department following the final instrumental lessons of the year or, following the final concert of the year (whichever occurs first) for repairs and/or service. String instruments on hire may be kept over the holiday period, by negotiation with the Music Office.

While the College instruments are in the care of the student, it is the student's responsibility to maintain the condition of the instrument. **Any damage incurred during the hire period, or any necessary repairs, are the responsibility of the parent.** This includes losing/misplacing parts of the instrument and any damage, accidental or otherwise, that occurs while the instrument is not in the Instrument Storeroom (see below).

### Instrument Storage

**When instruments are brought to school for lessons and ensemble rehearsals, they must be stored in the Instrument Storeroom.**

This is located in the Music Department, is camera monitored at all times and, is accessible by all students. It is essential that all instrument cases are clearly labelled with the name of the student.

**The College takes no responsibility for any instrument lost or damaged while not in the Instrument Storeroom.**



### Timetabling

Tutors will issue a lesson timetable at the beginning of each term to ensure students have prior knowledge of their lesson commitments. Lessons will be reflected in SEQTA.

### PRIMARY MUSIC LESSONS

- Year 1 and 2 students can enrol in piano only.
- Woodwind and Brass tuition is only available to students in Years 5 and above.
- Voice tuition is only available to students in Years 6 and above.
- Primary students may enrol in no more than two instruments at the College.

For students in Years 3 - 6 wishing to learn more than one instrument, one lesson must be scheduled outside of class time (either before/after school, or in a recess/lunch period). If no suitable lesson time can be negotiated, enrolment in the second instrument may be subject to the approval of the Head of Primary.

Students in Years 1 to 2 will not be permitted to have lessons scheduled between Periods 1 to 3. This policy exists to optimise the effective learning time students have in the classroom.

Tuition for Primary students is scheduled on a rotating timetable. Students will attend their lessons at a different time each week to minimise disruptions to their class schedule.

### SECONDARY MUSIC LESSONS

Secondary students will have a fixed lesson time each week, at a time negotiated between Tutor and student (and/or parents) in consultation with

their timetable. While before school, lunchtime and after school lessons are available, these are afforded to Year 11 and 12 students first, then, senior to primary students.

### Notification of Absence

#### ILLNESS

**If a student cannot attend a lesson due to illness, notice must be received by the Instrumental Tutor or Music Office no later than 3:00pm on the day prior to the lesson.**

#### OTHER

**If a student cannot attend a lesson due to a scheduled College activity or assessment, notice must be received by the Instrumental Tutor or Music Office one week in advance.**

Activities that are scheduled may include, but are not limited to, excursions, incursions, assessments, camps, Musical rehearsals, and sports carnivals involving select students. For events attended by entire Year Levels, Primary, Secondary or all College students, notice is not required to be given.

Lessons missed due to an absence deemed 'invalid' by the College (including family holidays), a scheduled assessment or through forgetfulness on the part of the student will be charged and not made up. It is the student's responsibility (or parents' in the case of younger students) to advise the Tutor if they are unable to attend their lesson and to arrange a makeup lesson if possible.

Lessons missed by a student without sufficient notice will result in a letter of advice being emailed directly to the parent on behalf of the Head of Music and the fee for that lesson charged.



Unscheduled, school-incurred interruptions which cause a missed lesson may not result in a makeup lesson. In this case, a refund for that lesson will be issued.

If a Tutor is unable to give a lesson or if a lesson falls on a public holiday, the Tutor is expected to make contact with the parent to organise an alternate lesson time. In the case a Tutor is absent due to sickness, Tutors are required to advise parents and the Music Office by 7:30am. Missed lessons due to Tutor illness will be made up or refunded if no makeup lesson is possible.

Lessons missed with sufficient notice or that are cancelled by the Tutor will be made up or credited at the end of the year. Lessons missed without the required notice will not be credited.

**Group lessons are not made up.** If a student is missing, the lesson will still take place with the remaining group members.

The Head of Music has access to all attendance information through the Tutors' roll books. All students are required to initial an attendance roll at the beginning of each lesson.

### Clashes between Music Lessons and Assessments

**Teachers are expected to notify students of tests and in-class assessments at least one week in advance, including any changes and/or updates. Therefore, students are required to advise their Tutor of assessments one week in advance.**

When a student has made contact with a Tutor within the required notice period of an assessment, every attempt to reschedule the lesson will be made. If there is no feasible, available time for the lesson, it may result in a future double-lesson. When notice occurs inside of the week's-notice period, the lesson may remain charged and the student will be expected to attend their assessment.

This procedure requires the co-operation of students and teachers and, is intended to provide a co-operative planning experience.

The College directs teachers to assess students fairly and with justice over the whole of the curriculum. As such, the College actively encourages students to study musical instruments





in an independent program that runs in parallel with the normal College timetable.

### **Withdrawal from Instrumental Lessons**

Students are committed to lessons for a full semester and, there is no recourse for early withdrawal. An electronic Notice of Intent to Withdraw from Instrumental Lessons form must be completed and returned to the Music Office **three weeks prior to the end of a semester.**

Withdrawal forms are available via the College website, SEQTA Documents or, via a QR Code in the Music Office.

### **Withdrawing from lessons mid-semester will result in complete loss of fees paid.**

Lessons automatically carry-over between semesters and years unless a Withdrawal form is received. Students wishing to withdraw from yearly re-enrolment after the end of the first full teaching week will be considered enrolled for the semester and full fees will be forfeited.

### **Injury and Long-Term Absence due to Illness**

In the case of an injury or long-term illness preventing student's participating in lessons, resulting in insufficient opportunity for the lesson quota to be delivered, students may be exempt from fees if an appropriate medical certificate can be produced.

This certificate must have the full length of absence, for consideration. Please contact the Music Office with any queries.

### **Music Record Book**

A Music Record Book is administered to all students at the commencement of lessons for the year. This book is used to chronicle lesson content, for communication between parents and Tutors, as a record of practice undertaken, notices and other information to assist students in their progress. Some tutors will also elect to use an electronic version of the Music

## CO-CURRICULAR MUSIC PROGRAM

Record Book, in OneNote. Replacement books are available for \$10.00 from the Music Office.

### **Instrumental Incentive Award Program**

A small number of Incentives are offered to Year 8s, each year, to learn more unusual and expensive instruments. Students selected for the program are required to submit an expression of interest and, their participation and results in Year 7 Music are taken into consideration, amongst other factors.

**Students who receive these awards are expected to become active members of ensembles and enroll in Year 8 Music as a one-semester elective.**

Students who actively participate in the program and, demonstrate progress on their instrument may be considered for renewal in subsequent years.

### **Ensembles**

A large number of co-curricular Music ensembles are available in Primary and Secondary. All students who take weekly lessons on an instrument are invited to be part of the co-curricular Music Program. Students must be learning their instrument either at the College or outside the College to be eligible for an instrumental ensemble (with the exception of Year 12 students, who may participate without weekly lessons).

**All students learning an instrument or voice or, who are studying elective Music at the College are required to be part of a large ensemble.**

It is expected that students who become members of ensembles will be committed to being available for performances. All ensembles are involved in concerts throughout the year.

**Membership of small ensembles is by invitation following an audition. Students must be committed members of a large ensemble to be considered for a small ensemble.**

Most ensemble rehearsals take place before school, at lunchtime or after school. Information about rehearsal times is posted on the College website and in SEQTA Documents. At the beginning of the year a Commitment Contract must be completed for each ensemble and, Secondary ensembles require the purchase of a Performance Uniform.

A full list of ensembles can be found on the College website, under Co-Curricular Music Program. All enquiries can be directed to the Music Office on 9383 0440.

### **Music Camp**

An annual Music Camp is held off-site, which all Secondary large ensembles attend. **All students enrolled in a large ensemble are required to attend Music Camp**, during which intensive rehearsals are held for the many performances in Term 3. The Camp generally runs from Friday to Sunday.

A conclusory concert is held on the Sunday afternoon, to which all parents are invited.

### **Year 3 Strings / Year 5 Band Program**

Students in Year 3 and 5 are invited to participate in subsidised instrumental programs. The Year 3 Strings Program offers lessons in Violin, Viola and Cello. The Year 5 Band Program offers lessons in Clarinet, Saxophone, Trumpet, Trombone, Flute and Percussion.

The cost of the program is \$600 for the year which includes all lessons, books, instrument hire and accessories.





**This represents a 50% saving on the usual cost of learning an instrument for a year.**

The students are taught in small groups of 2–3 and receive a 30-minute lesson per week. Students are issued with an instrument, music book and Music Record book at their first lesson, which are all to be taken home for practice. Group lessons commence Week 3 of Term 1 (or, at the conclusion of swimming lessons, whichever occurs first).

Students who participate in the Year 3 and 5 Programs are required to attend ensemble rehearsals, which commence in Term 2.

Any student who elects to continue their instrument after the first year is eligible for a further free year of instrument hire.

**There is no contingency for early withdrawal from the Year 3 and Year 5 programs. Students are required to commit to lessons, rehearsals and performances for the entire year.**

### **Performance Opportunities**

Once a student has become part of an ensemble, a letter is sent home outlining details of the commitments and performances for the year. Each

member of an ensemble is issued with a file for their music and is responsible for this file throughout the year. Students are expected to practice their ensemble music outside of rehearsals and, are issued practice copies for this purpose.

**Students in an ensemble are required to attend all performances.**

Tutors are expected to encourage students to perform as soloists and to sit for examinations if they wish. There are also opportunities for students to perform at College recital nights throughout the year and, at the Music Eisteddfod.

**The Music and Drama Calendar contains a comprehensive list of performances. Please refer to the electronic calendar for updates throughout the year.**

### **Performance Uniforms**

All Secondary ensembles perform on stage in a specialised Music Performance Uniform. Students successful in auditioning for Secondary ensembles are required to purchase a uniform (jacket and trousers) through the Uniform Shop and, ensure they are kept in good condition.

Performance Uniforms are eligible for buy-back from the Uniform Shop, upon up-sizing or graduation.





### Piano Accompaniment

The College provides a piano accompanist for all College events – free of charge. These may include solo performances at recitals, performance assessments in-class and other events.

It is the responsibility of students to provide music for the College Accompanist and arrange a rehearsal in the lead up to a performance. Bookings for rehearsals with an accompanist can be made through the Music Office. These rehearsals are allocated for accompaniment purposes only, not for extra lessons.

### Music Office

The Music Office is attended from 7:30am to 3:30pm, and is located in the Performing Arts Centre. Parent or student inquiries can be directed to [music@johnxxiii.edu.au](mailto:music@johnxxiii.edu.au) or via phone on 9383 0440. The Music Office is the central location for information on lesson applications and withdrawals, lesson times, advice on absences, event information, department and program information and piano accompaniment. The Music Office is open from the first academic teaching day of the College year and closes on the final teaching day.

**For more information** please contact the Music Office on 9383 0440 or email [music@johnxxiii.edu.au](mailto:music@johnxxiii.edu.au).





Mooro Drive, Mt Claremont, Western Australia  
PO Box 226, Claremont, Western Australia 6910  
T 08 9383 0400 F 08 9385 2173 E [jtc@johnxxiii.edu.au](mailto:jtc@johnxxiii.edu.au)  
[www.johnxxiii.edu.au](http://www.johnxxiii.edu.au)

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