

Lancashire
music
service

Schools

BROCHURE 2018 - 2019



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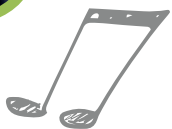
Message from the Head of Service

As we face increasingly challenging times for education, there have been warnings recently about the extinction of music in schools. In Lancashire we have a strong tradition of instrumental lessons, ensembles and singing in our schools and it would indeed be a tragedy to see this undermined by the current political climate.

The case for music and the arts in education has never been stronger - developing children's emotional intelligence, and providing them with opportunities far beyond what many may have otherwise had. A well supported music education, coordinated across schools and delivered by trained practitioners, focusing on creativity, progression and excellence has a positive effect on so many other fields of education, as well as being of intrinsic value in itself. The Music Service is proud to help you achieve this and I hope you find something in our 2018/19 brochure for both your pupils and staff.

Tim Rogers

Head of Service



Instrumental and Vocal Tuition

for all Key Stages



High-quality tuition for individuals, groups and musical ensembles in your school

We offer pupils the chance to learn **woodwind, brass, strings, guitar, ukulele, singing, percussion, drums, keyboard and piano*** with our experienced and inspiring teachers. **piano individual lesson only*

We can also help your school develop ensemble opportunities, providing leadership and support for orchestras, bands, choirs and drumming groups. These can be in curriculum time, at lunchtime or as an after school club. Our approach is **broad and inclusive** and we aim to **inspire a lifelong love of music**. Our work integrates with and supports the National Curriculum and enriches the wider cultural life of the school.

The easiest and cheapest way to buy in tuition and ensemble leadership is through a Service Level Agreement (SLA).

The SLA **includes loan and maintenance of instruments** and **access to Charanga online resources** for both teachers and pupils (see page 12). For full details of the SLA including all Terms and Conditions see page 18.

What you need to provide:

- A suitable space
- A designated point of contact for the visiting teacher(s)
- Access to WIFI
- Appropriate storage space for instruments
- Music stands (if required)

Instrument Demo Session

Why not kick start instrumental tuition in your school with a free, hands-on demo, designed to inspire your pupils and encourage them to sign up to learn an instrument (all instruments provided).

You can also arrange tuition in school through our **Parental Direct Payment Scheme (PDP)**

- This scheme can be used for small group and individual tuition
- Lancashire Music Service invoices parents directly – payment does not come through school
- Commitment to one full term at a time (with mid-term intake)
- Lessons can be cancelled at the end of a full term with 6 weeks' advance notice
- Students provide their own instrument (rental available from Lancashire Music Service if required)
- As with SLA, schools are required to provide space and support for visiting teachers and assist with communication to parents

Please note, PDP scheme tuition may be cancelled by LMS with half a terms notice if group numbers become non-viable

Schools have different ways of covering tuition costs:

- **Charging full or part of the cost on to parents**
- **Using Pupil Premium**
- **Fundraising from PTA or concerts, events etc**

Cost (per specialism, per visit):

Small Group (34 weeks)

30 minutes	£20.50
1 – 3 hours	£33.50 p/h
3 hours +	£31.50 p/h

Small Group (less than 34 weeks)

Only applicable to secondary schools

30 minutes	£22.50
1 – 3 hours	£35.00 p/h
3 hours +	£34.00 p/h

Large Group (10+ students)

£35.00 p/h

PDP Scheme (per student)

Group (max 4 students)	£6.50 p/lesson
20 minute individual	£10.50 p/lesson
30 minute individual	£12.50 p/lesson

Whole Class Ensemble Tuition (WCET) for Key Stages 2 & 3

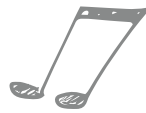
Your whole class learning to play together and instruments are provided

A Lancashire Music Service teacher will visit your school each week to work with the pupils alongside the class teacher and teaching assistants. This **inclusive and fun approach to music making** provides all pupils (and participating staff!) with a positive experience of learning an instrument, playing together in an ensemble and developing wider musical skills.

WCET is designed to **complement and support the wider school music curriculum** with progress recognised through built-in performance opportunities and an end of year assessment. WCET includes a weekly visit from an instrumental teacher, loan of instruments, assessment and certificates for pupils with access for pupils to Music World. We also offer guidance for your school staff on how best to support pupils and they will also have free access to Charanga Musical School.

Through WCET, your pupils...

- Learn basic instrumental skills
- Develop their musical skills and knowledge, including reading notation
- Play together in an ensemble
- Sing together to support their learning
- Are encouraged to use ICT
- Improvise and compose
- Take part in performances
- Experience different musical styles



Every child aged 5-18 has the opportunity to learn a musical instrument through whole class ensemble teaching.



The Importance of Music; A National Plan for Music Education, DfE DCMS

All schools buying in tuition (through an SLA) get free access to Charanga Musical School worth £180 per year.

See page 12 for details



WCET Instrument Options

- Strings (violin, cello, double bass)
- Brass (trumpet, cornet, tenor horn, euphonium, trombone)
- Woodwind (flute, clarinet, saxophone*)
- Percussion (samba drums, African drumming, classroom percussion)
- Guitar and Ukulele
- Keyboard

*saxophone from year 5

What you need to provide:

- A suitable space with access to an interactive whiteboard or screen and projector, linked to a sound system
- The time for the class teacher (or music coordinator) and teaching assistants to support the lessons (WCET cannot be used as PPA cover)
- Storage for the instruments
- Access to WIFI
- Music stands (if required)

For full details of the Service Level Agreement including all Terms and Conditions see page 18.

Typical delivery pattern is usually 1 hour contact time with 15 minutes planning/set up. There are 34 sessions over the year with a minimum of 32 teaching sessions and any remaining are used for performances, planning and evaluation, checking instruments. Maximum group size for WCET is 34 pupils. For larger groups additional time can be purchased (please contact us for more details).

You can now buy in WCET for a 12-week term with the option for pupils to carry on through small group instrumental tuition.

**Progression on from WCET**

A year of WCET provides an ideal starting point for learning an instrument and we can work together with your school to support pupils continue their musical journey.

Whole class tuition can be continued throughout KS2 or alternatively we can provide smaller group or individual tuition in your school through an SLA or through our Parent Direct Payment Scheme (page 3).

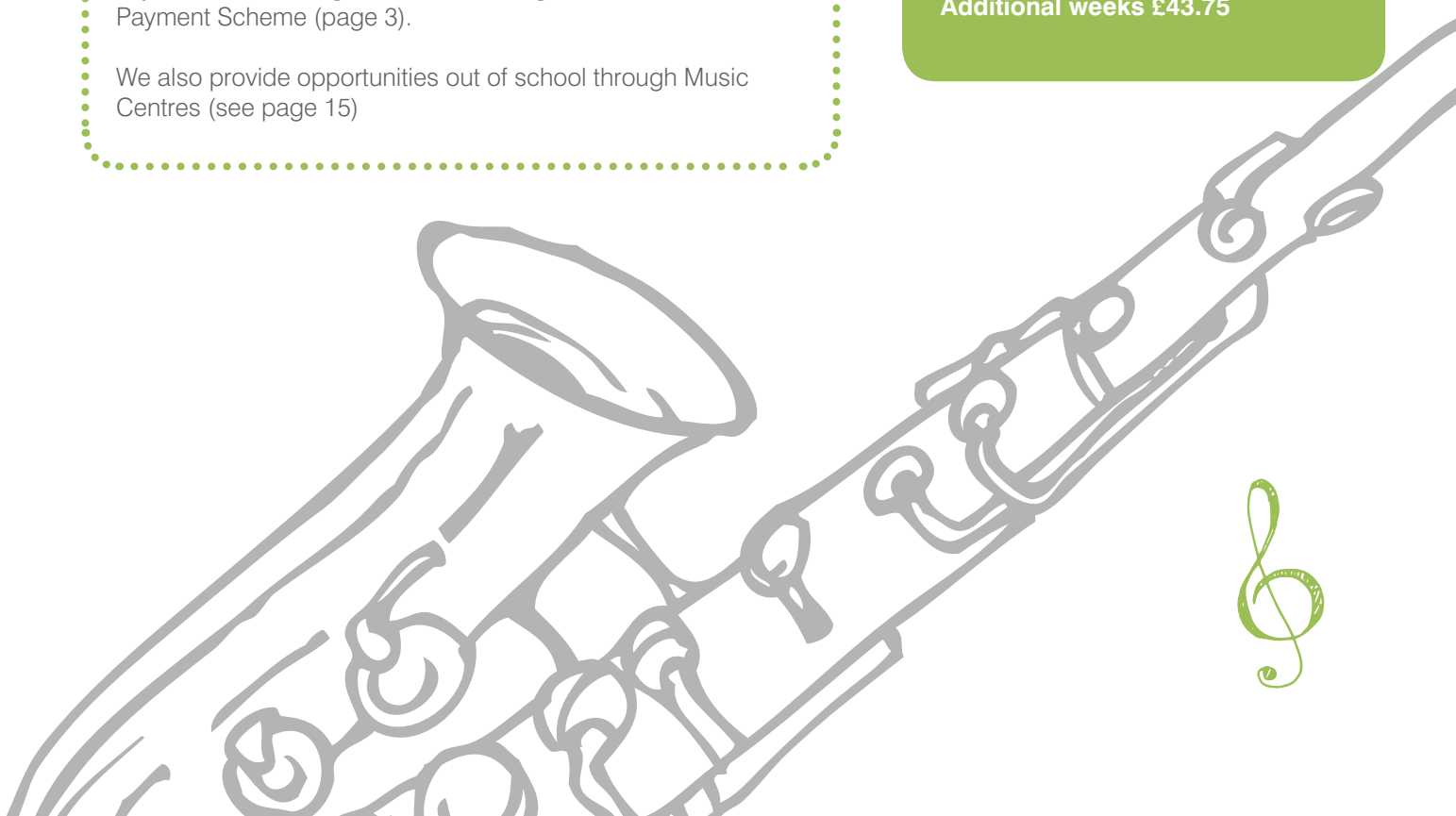
We also provide opportunities out of school through Music Centres (see page 15)

Cost

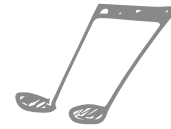
£1487.50 per academic year
(max 34 pupils per class)

£525.00 termly
(max 34 pupils per class)

Additional weeks £43.75



Curriculum Delivery for Key Stages 1, 2 & 3



Classroom music sessions delivered by a specialist music teacher

Our experienced team, all with Qualified Teacher Status, are **specialists in delivering curriculum music** in Primary, Secondary, Special and Short Stay Schools, which **can be used to cover PPA time**.

We can work with your SLT and Music Coordinator to design and **deliver short or long-term teaching** in your school which fits with your scheme of work for music. Our teachers have access to online resources which support the curriculum.

Training and support

We can provide bespoke training and support for your school, working with individual teachers or a group of staff. We also offer all schools a free School Music Education Plan visit. Full details on page 11.

Cost

Full day (5 hours)	£255.00
Half day (3 hours)	£153.00
Half day (2.5 hours)	£127.50
Half day (2 hours)	£102.00

Additional hours may be purchased at £51.00 per hour



To discuss your requirements contact:

Primary Schools: Bernardette Hill, 07584 217741, bernardette.hill@lancashire.gov.uk

Secondary Schools: Ben Rapp, 07887 830835, ben.rapp@lancashire.gov.uk

Special and Short Stay Schools: Cath Sewell, 07850 025783, cath.sewell@lancashire.gov.uk



Karen (LMS teacher) is brilliant as a teacher, she gets everyone involved, motivates the students and supports me, the school and the pupils. Music is important in everything we do, its part of everyday life, it's a skill for life and sometimes pupils need to be steered towards music which the Music Service supports in doing this.

Head of Music, Pendle Vale High School – Victoria Seamore



Lancashire Rocks

for Key Stage 3



A practical approach to classroom teaching which reflects and builds upon your students' existing passion for music

Through inclusive and engaging sessions, **jointly delivered by a visiting teacher alongside one of your staff**, we create a **cooperative and supportive environment** for pupils from whole-group composing and improvising, workshopping ideas and small-group instrumental skill building to band work. Lancashire Rocks is a progression from the Musical Futures band skills project.

Lancashire Rocks includes a weekly visit from an instrumental teacher and the loan of instruments and equipment.

What you need to provide:

- A suitable space with access to an interactive whiteboard or screen and projector, linked to a sound system
- The time for the teacher to co-deliver the lessons (Lancashire Rocks cannot be used as PPA cover)
- Storage and care for the instruments
- Access to WIFI

For full details of the Service Level Agreement including all Terms and Conditions see page 18.

Progression...

We can work together with your school to support pupils to continue their musical journey. We provide small group or individual instrumental tuition in your school through an SLA or through our Parent Direct Payment Scheme (page 3).

We also provide opportunities out of school through Music Centres (page 15) which provide accessible ensembles and sessions for musicians at all levels, and our County Ensembles (page 16) for young musicians with more experience

Cost

£1190.00 per academic year
1 hour x 34 weeks (max 34 pupils per class)



Workshops and One-off Performances For EYFS & Key Stages 1, 2 & 3

Inspiring and creative opportunities to work with professional musicians

We have two exciting ensembles delivering hands on workshops and interactive performances. Both groups are made up of professional musicians who are also experienced teachers with Lancashire Music Service. As well as the workshops listed below, they can work with you to design a bespoke session to complement your current topic or scheme of work.

Lazy Mondays

A real pop band in your school hall
Now in their 14th successful year!

Concerts (1 hour for up to 300 pupils)

Pop Music Through The Decades – With brand new songs for 2018 this vibrant, interactive show features some of the best tunes from the 1950s to the present day. Artists include Elvis Presley, The Beatles, Stevie Wonder, Queen, Michael Jackson, Beyonce and Ed Sheeran. Pupils and teachers are invited to join in throughout and even get up on stage to sing with the band!

Early Music Makers Concert – A wonderful workshop with songs and activities specially designed for Foundation Stage and KS1, linked to Early Music Makers book (see page 13).

Workshops (2½ hours for up to 90 pupils)

Hit Factory - Write, perform and record your own school pop song on a theme of your choice. Perfect for a unique Year 6 Leavers' Song, Christmas Concert or special school occasion.

The Carnival of the Space Bugs - Inspired by Saint-

Saens' Carnival of the Animals. Design your own space bugs then work with the band to create new pieces of music inspired by your extra-terrestrial critters.

Where Would We Be Without the Ancient Greeks

- A unique way to bring this KS2 history topic to life. Work with the band on an original song then create and perform your own mythical lyrics and legendary raps, featuring key facts and stories from this ancient civilisation.

Electricity - Create sounds and music using iPads, electronic drums, guitar and keyboard effects to accompany an original composition on this science topic.

Music Around the World – Take a tour of Europe or immerse yourselves in the music of China or Africa. An unforgettable morning of musical creativity.

Visits take place on Monday mornings. For more information or to book the Lazy Mondays please contact Nick Powlesland **07887 831564** or nicholas.powlesland@lancashire.gov.uk

WE RECOMMEND BOOKING EARLY - LAZY MONDAY'S WERE OVER SUBSCRIBED IN 2017/18

“

Lazy Mondays is really interactive for children, they get to create their own songs and have ownership of the songs. Our pupils have always loved it.

”

Mrs Roberts, Stanah Primary Y3 and Y4 Teacher



UpBeats

A musical adventure!

Launched in 2017, this dynamic trio give pupils the opportunity to listen to a live performance of exciting music featuring orchestral instruments, discover the different instrument families, and work with the musicians to create a brand new piece of music to perform together.

Performance and Workshops (2 hours for up to 70 pupils)

Lift Off - Journey to a galaxy far, far away and explore the sounds of space.

Animal Magic – Creatures of all shapes and sizes are brought to life through music.

Orchestral Families – Our most popular workshop! Get real hands on experience with our wide range of orchestral instruments; then invent some new music using the instruments.

Visits take place on Wednesday mornings. For more information or to book the UpBeats please contact Gayle Coleman on **07887 830991** or email gayle.coleman@lancashire.gov.uk

Costs

Lazy Mondays Concert	£175.00
Lazy Mondays or UpBeats Workshop	£250.00
One-off Workshop	£127.50



Singing

for all Key Stages

Flexible options to suit your pupils and support your staff

The benefits of regular singing in schools, both academic and social, are widely recognised. While there are many great resources available, sometimes you may need a little extra support.

Six-week Sing

A weekly, 1-hour visit from a specialist for 6 weeks to **kick-start singing in your school**, perhaps in the lead-up to a festival or school production. **A fantastic experience for pupils** but also a great way to **give staff more confidence** to lead singing. We can work with groups of any size and can either provide appropriate repertoire or work on material provided by your school.

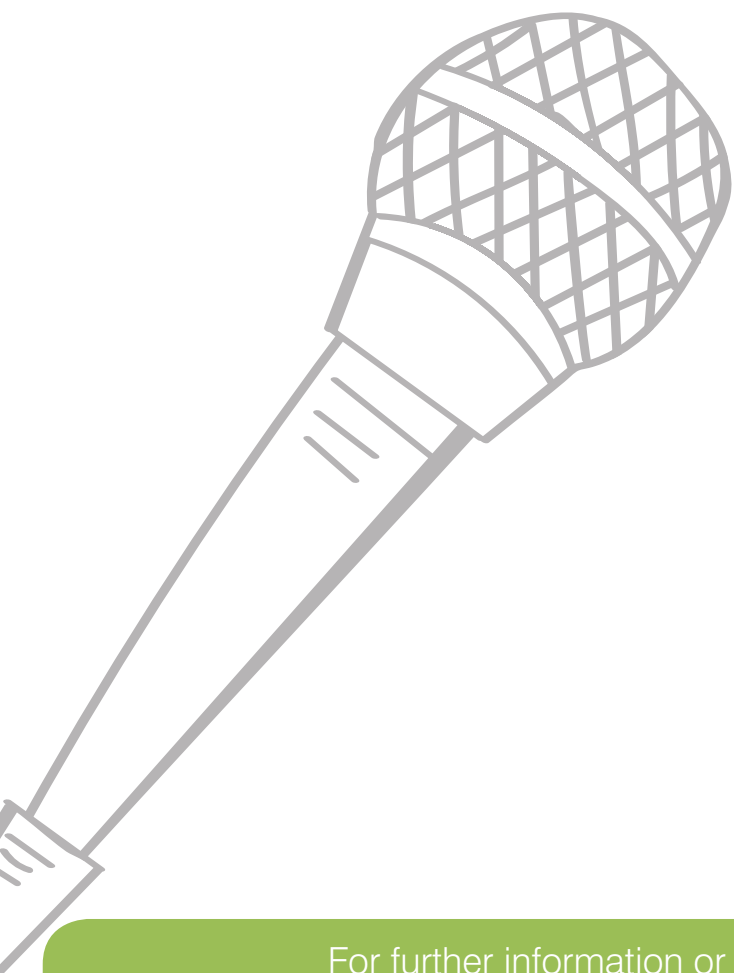
Visiting Singing Teacher

Weekly visits from one of our specialist singing teachers can be used for **sessions with whole classes or year groups, or to run your school choir**. This can be bought in to school in the same way as a visiting instrumental teacher. You can also arrange **individual or group singing** lessons for your pupils. See page 3 for full details.

Training and support

We can provide bespoke training and support for your school, working with individual teachers or a group of staff. Full details page 11.

“Singing enhances school life, improves learning and helps to cultivate both strong communities and healthy, happy and confident individuals.”



Cost

Six-week Sing	£210.00
One-off Workshop Up to 2 hours	£127.50
Small Group (34 weeks) 30 minutes	£20.50
1 – 3 hours	£33.50 p/h
3 hours +	£31.50 p/h
Small Group (less than 34 weeks) 30 minutes	£22.50
1 – 3 hours	£35.00 p/h
3 hours +	£34.00 p/h
Large Group (10+ students)	£35.00 p/h

For details of PDP Scheme see page 3

Resources and Support

for all Key Stages

Develop music in your school with a range of integrated training, resources, online tools, networking opportunities and consultancy

Network Meetings

We run **free termly meetings, open to anyone involved or interested in the delivery of music in schools** (class teachers, subject leaders, SLT, peripatetic music teachers, volunteers) to **share ideas**, discuss the latest developments in music education, give feedback and get involved with planning future Music Hub activities and **find out about opportunities for staff and students**. Past meetings have included presentations by BBC 10 Pieces, Charanga and Aldeburgh Music's Friday Afternoons.

School Music Education Plan (SMEP) Visit

All schools are entitled to this **free opportunity** to audit your current music provision and plan for future development. This is designed to be a supportive conversation between an experienced consultant from Lancashire Music Service, Headteacher and/or Music Coordinator to find out what is working well and where there are areas for further development. The aim of these visits is to support development in individual schools, build a bigger picture of music education across Lancashire, identify gaps in provision and share effective practice. You don't have to be buying in tuition from Lancashire Music Service to benefit from a SMEP visit. Please also contact us if you have had a SMEP visit and would like a follow up meeting.

Training and Consultancy

Bespoke support designed to meet the needs of your individual school and staff including developing a scheme of work, assessment, using classroom instruments and school singing. We can also work with non-music specialist staff, building their confidence and skills through practical, engaging and non-threatening training sessions with lots of ideas to take back to the classroom.

For more information about training and consultancy please contact:

Primary Schools: Bernardette Hill, 07584 217741, bernardette.hill@lancashire.gov.uk

Secondary Schools: Ben Rapp, 07887 830835, ben.rapp@lancashire.gov.uk

Special and Short Stay Schools: Cath Sewell, 07850 025783, cath.sewell@lancashire.gov.uk



Cost

Training and Consultancy
£100.00 p/h + £50.00 prep charge

SMEP Visits and Network Meetings FREE

iPad Music Project KS2

We have a term-long project available for schools with iPads using the free app Garage Band. For more details contact ben.rapp@lancashire.gov.uk



For up to date news and opportunities sign up to our termly school teacher newsletters at www.lancashiremusichub.co.uk/site/sign-up

Charanga

for all Key Stages

Award-winning online programmes to support Primary and Secondary School Music and instrumental teaching and learning



Charanga Musical School (FS – KS2)

Musical School is an online resource to help teach the Primary Music curriculum. It contains a **full Scheme of Work** and an alternative freestyle mode for you to create your own scheme if you prefer. It's simple to follow with whiteboard resources, planning and assessment for every lesson.

Charanga Music World (FS – KS2)

Music World is a **safe online space for pupils to use between lessons**. With avatars, musical games, quizzes and beginner instrumental courses it's a great way to encourage more practising and accelerate children's progress. Music World is included with Musical School and Music Professional and teachers using these can easily set up whole classes with usernames and passwords (in a similar way to My Maths and Mathletics) and make anything you're working on in school available for children to work on at home.

Charanga VIP Studio Sessions (KS3 – KS4)

VIP Studio Sessions is a ground-breaking way for young people to learn and create new music. It provides everything young people need to create, produce and release their own music including 24/7 access to a complete online recording studio.

We created it to help teachers teach music technology to KS3, GCSE and BTEC levels and to use music technology generally to teach the National Curriculum. It's proven to encourage more young people to get into creating music.

Charanga Musical School & Music World
£180 per year (FREE if purchasing LMS tuition)
Charanga VIP Studio Sessions £395 (average cost)
(subsidies may be available if you are purchasing LMS tuition)



**VIP
STUDIO
SESSIONS**

Charanga Training in your School

Demo Lesson using Musical School – we model a range of classroom music activities and show how the simple-to-follow approach promotes musical learning.

Staff training - Discover how the comprehensive Musical School Scheme of Work can help your school offer a thoroughly modern and enjoyable way to teach the music curriculum. In line with curriculum and guidance from Ofsted, the Musical School Scheme has an integrated, practical, exploratory and child-led approach to musical learning. 98% of teachers who attend training say they feel much more confident in their teaching as a result.

Costs

30 minute demo lesson	£120.00
3 x 30 minute demo lessons (on the same day)	£210.00
1 ½ hour staff training	£210.00

FREE Twilight Charanga Musical School Training

All schools are invited to send staff along to these sessions held in local schools and Music Centres. They are **designed for both music specialist and non-specialist teachers**. They are ideal if you already use Charanga and would like to do more, or if you are just starting out with Musical School, or would like to find out more before adopting it in your school.

Contact Charanga for more information and session dates info@charanga.com
01273 823900

Recorder World

for Key Stage 1



A great way to introduce instrumental learning in your school

Recorder World is a **one-term programme to introduce young children to instrumental learning**. It is designed to be taught by classroom teachers using an easy-to-follow, week-by-week online Charanga resource with optional online access to lessons for the children.

Recorder World is a rolling termly programme which can be extended on a term by term basis.

Charanga Recorder World includes:

- Step-by-step teaching resources for use in the classroom
- Access to Recorder World for every pupils to use online at home
- 33 high-quality recorders
- Access to training
- Online support and help

Progression...

Recorder world is an ideal lead in to Whole Class Ensemble Tuition at Key Stage 2. For details see page 4.

KS1 Recorder World is delivered by Charanga in partnership with Lancashire Music Service and Lancashire Music Hub.

FREE Twilight Recorder World Training

Any school buying in Recorder World can access a free regional training session. They are **designed for both music specialist and non-specialist teachers**.

Costs

First term
(including 33 recorders) £150.00

Subsequent terms £50.00
(also first term without recorders)

To book Recorder World visit
www.lancashiremusic hub.co.uk

- Click on Make Music tab at the top right
- Scroll down to Recorder World and click on the link
- Complete the e-form to sign up or for more information





Early Music Makers

A comprehensive Early Years music resource

An **easy-to-use and accessible resource** for working with nursery and reception classes is packed with material including:

- songs, both well-known and original
- listening activities
- musical games
- ideas for using classroom instruments
- how to incorporate toys, puppets and props

Costs

Book and CD £50.00

It can also be used to **develop your scheme of work** with guidance on progression, assessment and building musical activities into other areas of the EYFS curriculum.

It includes a CD with demos and backing tracks and is designed to be used both by **music specialists and teachers with little or no musical experience.**

Early Music Makers can be purchased from Lancashire Music Service on **01257 517116.**

Lazy Mondays Early Music Makers Concert

An interactive workshop with this energetic and inspiring group of professional musicians with songs and activities specially designed for Early Years and Foundation Stage and KS1, linked to the Early Music Makers book.

See pages 8 & 9 for details.



Music Centres

Opportunities to learn, play and perform together

Our network of centres across Lancashire provides **regular, after-school opportunities for young musicians of all levels of experience to play together in bands and ensembles**, offering an ideal progression route from Whole Class Ensemble Tuition alongside opportunities for more advanced students. We also offer **group and individual tuition** at all of our centres.

Lancaster (Thursday) - Lancaster Royal Grammar School, East Road, Lancaster LA1 3EF
Head of Lancaster Music Centre - David Shooter 07887 830989

Poulton (Wednesday) - Hodgson School, Moorland Road, Poulton-le-Fylde FY6 7EU
Lytham (Thursday) - Lytham St Annes Technology and Performing Arts College, Worsley Road, Lytham St Annes FY8 4DG

Lytham (Tuesday) St Bede's Catholic High School, Talbot Road, Lytham FY8 4JL
Head of Poulton, Lytham Music Centres - Gary Fox 07887 830990

Kirkham (Monday) - Carr Hill High School and Sixth Form Centre, Royal Avenue, Kirkham PR4 2ST
Head of Kirkham Music Centre - Julie Rayton 07824 434282

Preston (Tuesday and Thursday) - Fulwood Academy, Black Bull Lane, Preston PR2 9YR
Head of Preston Music Centre - Nick Powlesland 07887 831564

Ormskirk (Wednesday) - Ormskirk School, Wigan Road, Ormskirk L39 2AT
Head of Ormskirk Music Centre - Keith Sagar 07850 025785



Chorley (Monday) - Southlands School, Clover Road, Chorley PR7 2NJ
Head of Chorley Music Centre - Gayle Coleman 07887 830991

Burnley (Tuesday) - Shuttleworth College, Burnley Road, Padiham BB12 8ST
Head of Burnley Music Centre - Abbey Blackledge 07825 755499

Pendle (Thursday) - Pendle Vale College, Oxford Road, Nelson BB9 8JG
Head of Pendle Music Centre - Karen Hoyle 07887 830994

For up to date details and times of activities at each centre please visit www.lancashiremusicclub.co.uk or contact the Head of Centre.

You can also contact Pauline Franic (Administration) **01257 517113 pauline.franic@lancashire.gov.uk**

Costs

Annual Membership
 Access to all ensembles £45.00

Tuition Charges
 Small Group
 (Max 4 pupils per group) £6.50 p/lesson
 20 minute individual £10.50 p/lesson
 30 minute individual £12.50 p/lesson
 40 minute individual £16.50 p/lesson

Lancashire's County Ensembles

Bringing together talented young musicians from across Lancashire

Our county ensembles enable **committed young musicians to take their music making to an advanced level**, working alongside professional musical directors and tutors. They meet regularly to rehearse, take part in residential courses and tours, and perform across the county and further afield.

The County Ensembles have developed partnerships with national organisations such as BBC Philharmonic Orchestra, Music for Youth, and the National Youth Jazz Orchestra and rehearse and perform with visiting professional artists. They also work regularly with Lancashire schools and Music Centres, inspiring younger musicians.

Lancashire Youth Symphony Orchestra

Lancashire Schools Symphony Orchestra

Lancashire Youth Brass Band

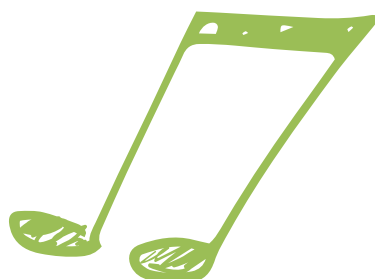
Lancashire Youth Jazz Orchestra

Lancashire Schools Jazz Orchestra

Lancashire Youth Concert Band

We also accept new members throughout the year. As a guide, the standard required for county ensembles is grade 4/5 and above.

For more details about County Ensembles please contact Ann Connal (administration) **01257 517108**
ann.connal@lancashire.gov.uk



Costs

Annual Membership £95.00

Membership also includes access to ensembles at local music centre



“

I'd recommend joining the orchestra to anyone who is keen to be involved in being in an orchestra, we all support each other and its improved my playing.

Will Hunt, LYSO player

”

Lancashire Music Hub



The home for musical learning in Lancashire

Lancashire Music Hub (LMH) is a group of **diverse partner organisations working** together to develop musical learning opportunities for children and young people in the county. The Hub aims to make it easy for young people, teachers, musicians, schools and the wider community to work together and find great ways to make music whilst developing their individual skills and talents.

The Hub's lead organisation is Lancashire Music Service, working with core partners More Music, Charanga and David Ashworth.

For more information visit www.lancashiremusicclub.co.uk

Sign up to our newsletter at www.lancashiremusicclub.co.uk/site/sign-up



Although I think I understood musical inclusiveness in theory, the Big Show was a masterclass in how fantastic and moving it can be in practice.



In June 2017, Lancashire Music Hub brought together over 800 young people from all over Lancashire to perform in our Big Show.



SLA and Ts & Cs

SERVICE LEVEL AGREEMENT

The purpose of this 1 year SLA is to clarify the responsibilities of client and provider and to establish the terms and conditions under which the service is delivered. This will enable both parties to move forward with trust and mutual respect for each other's' point of view.

1. CONTEXT

- 1.1 This agreement is made between the Governing Body of the school (the client) and Lancashire Music Service, Lancashire County Council (the service provider). It is not made with any individual teacher employed by that service.
- 1.2 The purpose of this agreement is to regulate dealings between the parties by setting out respective obligations relating to performance and payment for services,

2. DESCRIPTION OF SERVICES

- 2.1 Lancashire Music Service seeks to meet its core values of access, progression, expertise and diversity by enabling every child to take part in meaningful, practical musical activities that are sustainable and which allows children and young people to progress as far as they wish with their chosen form of music making.
- 2.2 The range of services covered by charges to all schools is:
 - Instrumental and vocal tuition (All Key Stages)
 - Whole Class Ensemble Tuition (KS2 & KS3)
 - Curriculum Delivery (KS1, KS2 & KS3)
 - Lancashire Rocks (formerly Mufu)
 - Singing (All Key Stages)
 - Workshop and Performances
 - Consultancy
 - IT Resources
 - Recorder World (KS1)
 - Early Years & Foundation Stage Resources
 - Direction of ensembles within schools

All these services are offered in support of the National Curriculum requirements for music, and individual schools' music programmes.

Instrumental/vocal teaching

- 2.3 Our approach to Instrumental teaching develops musical skills through the use of an instrument and can be delivered in a variety of ways including; whole class, large group, small group or individual tuition. All tuition is by specialist instrumental teachers who take part in regular INSET training to ensure that their work is relevant and up to date for today's young people. The range of instruments taught includes orchestral and band instruments, guitar, ukulele, singing, keyboard, piano, percussion and recorders. Vocal teaching is offered to both primary and secondary schools.
- 2.4 The group size and the duration of lessons will be determined in consultation with the school in partnership with the Music Service. Large group tuition is based on 10 pupils or more in one hour and LMS recommends that small group lessons should be of 30 minutes length with a group size of no more than four pupils. Flexibility with this figure is desirable when there is a wide range of standards and or instruments to be taught in the allocated time. Teaching time for any instrumental/vocal lesson should be no less than 20 minutes.
- 2.5 All schools a minimum of 34 weeks of instrumental tuition is to be delivered during the year with the exception of secondary schools.
- 2.6 Parental Direct Payment Scheme (PDP) LMS will provide on the school premises 34 sessions of instrumental and or vocal teaching, the cost of which will be charged by LMS directly to parents. Schools may use pupil premium for eligible students and LMS will charge schools for lessons at the end of each term.
- 2.7 LMS reserves the right to cancel PDP tuition giving half a terms notice when pupil numbers become non-viable in a group lesson. Alternative options will be offered to parents.

KS2 Whole Class Ensemble Tuition (WCET) This programme cannot be used as PPA cover.

- 2.8 For the specific purposes of the delivery of WCET the following terms and conditions apply.
 - This programme will be planned to fit in with the school scheme of work to support the delivery of the Music national curriculum. The involvement of the music co-ordinator in the initial planning stages is essential.

- This is a team teaching situation and the participation of the class teacher or music co-ordinator in the delivery of the programme is recommended. The designated person will be involved in planning, evaluation and follow up activities.
- This is a whole class activity involving the use of musical instruments and a suitable teaching space with access to WIFI an interactive whiteboard or screen and projector linked to a sound system is required. The school will provide storage for the instruments loaned and supply enough music stands for use with the whole group. All instruments will be set up and ready to play, ongoing ancillaries such as reeds and strings will be the responsibility of the school.

- 2.9 This programme is delivered as a flexible package based on an annual commitment of 42.5 hours per instrumental teacher. The typical delivery pattern based on 34 children in the classroom is usually 1 hour contact time with 15 minutes planning/set up. There are 34 sessions over the academic year with a minimum of 32 teaching sessions and any remaining are used for, planning, evaluation, performances and instrument maintenance check (usually last session of the year). Additional weeks may be purchased and a Termly option is available.

Curriculum delivery

- 2.10 Lancashire Music Service can provide, subject to availability, suitably qualified class room practitioners to work in schools. They will work on a regular basis with single classes, engaging pupils in practical music making to ensure progression and continuity in the National Curriculum. They will work within the school's own scheme of work, liaising closely with the Music Coordinator.
- 2.11 Curriculum delivery is delivered for an agreed period of time with a minimum requirement of 2 hrs (half day) per visit this includes time for liaison with the class teacher the organisation of resources for the lesson and breaks where appropriate.

Direction of Music Ensembles in School

- 2.12 The Music Service can provide, subject to availability, experienced teachers to help schools develop their music making opportunities for pupils, providing advice and leadership with orchestras, bands, choirs and clubs. This service can be tailored to suit the needs of the school.

KS3 Whole Class Ensemble Tuition (WCET) Lancashire Rocks

- 2.13 The Lancashire Rocks programme is delivered as a flexible package based over an academic year with an annual commitment of 34 hours per instrumental teacher. There is a four week foundation course at the start of the programme dedicating time to guitar, bass, drums and keyboard. In addition time will be allocated for vocal skills training.
 - This programme has a practical approach towards music making and sessions are led by a teacher from Lancashire Music service alongside a school member of staff. The project is a music education initiative which sets out to devise new and imaginative ways of engaging young people aged 11-19, in music activities.
 - Musical instruments are loaned to the school as part of this programme and equipment should be respected and stored with care. A suitable teaching space with access to WIFI an interactive whiteboard or screen and projector linked to a sound system is required. The school will supply enough music stands for use with the whole group..

Workshops & Performances

- 2.14 The hall or other suitable large space will be required to deliver the workshops/ performances. Access to WIFI and interactive whiteboards or screen and projector linked to a sound system may be required. Teachers and Teaching Assistants are to be in attendance during the workshop/performance activities.

IT resources

- 2.15 The use of IT resources is embedded throughout the teaching

SLA and Ts & Cs continued

delivered by Lancashire Music Service, access will be required to the schools WIFI network for teaching, performances and assessments.

Recorder World KS1

- 2.16 A First Access resource delivered by Charanga in partnership with Lancashire Music Service and the Lancashire Music Hub. This is a rolling one term programme and includes 33 recorders which become the property of the school.
- The resource requires access to WIFI an interactive whiteboard or screen and projector linked to a sound system.
 - The programme is designed for your KS1 teacher to deliver the Recorder World First Access Programme to fit in with the school scheme of work to support the delivery of the Music national curriculum.

Early Years & Foundation Stage

- 2.17 Lancashire Music Service can provide a comprehensive scheme of work for Music in the Early Years to support practitioners both with and without knowledge of music reading through purchase of a resource package. This resource will support the delivery of the Music national curriculum.
- 2.18 Lancashire Music Service can provide, subject to availability practitioners to work in school and deliver a 1 hour Educational Interactive Demonstration/Performance designed for Foundation Stage Children. They will engage pupils in experiencing practical music making.

Training & Consultancy

- 2.19 The Music Service can provide high quality, professional consultancy and support to schools through our Music Consultants. Schools can commission:
- Advice on music provision, resourcing and accommodation
 - Monitoring and review of achievement in music
 - Review and development of music policy and schemes of work, planning and development of classroom materials

3. SERVICE STANDARDS

Lancashire Music Service Responsibilities

- 3.1 ALL Lancashire Music Service staff are:
- Appropriately qualified and appointed in line with the Safer Recruitment guidelines after interview, audition, medical, Right to work in the UK, Disclosure and Barring Service (DBS) enhanced checks.
 - Updated with new developments through a programme of in service training, including Child Protection, Lancashire Safeguarding Children Board (LSCB), e-learning for Sexual Exploitation, Disqualification by Association, Information Governance and Health & Safety training. This training and guidance is regularly reviewed and updated.
 - Each member of staff is supported and developed through a continuous programme of performance management.
- 3.2 **Single Central Record** - Staff employed by LMS do not need to have their full details entered on the Single Central Record (SCR), The only details the school must complete on the record for LMS tutor's is their full name all other columns are to be filled in as LCC.
- 3.3 All teaching is carried out in accordance with guidelines set by the Music Service
- 3.4 Teaching is monitored, evaluated and reported to senior managers within the Service. Responsibility for all aspects of the Performance Management of LMS teachers lies with the Service, rather than with individual schools. Schools are able to provide feedback on the work of staff through established review mechanisms.
- 3.5 All work undertaken will be in liaison with the school in order to match its own programmes of work and examination policy.
- 3.6 LMS teachers will provide directly to pupils:
- Practice Diary – to record home learning, progression and communicate with parents where necessary.
 - Charanga Interactive Resource – password and login details
 - Information on LMS ensembles, festivals and concerts
 - Information on other opportunities, events and achievements.
- 3.7 Lancashire Music Service will provide each Instrumental pupil with a progress assessment in the Spring Term followed by a written report in the Summer Term. Assessments and reports will be accessed through Charanga via Parent Login.
- 3.8 Statutory inspections of schools, commissioned by OFSTED, include the inspection of music and instrumental teaching. Following an OFSTED inspection, when schools receive feedback, on any aspect of LMS provision, this information should be shared, in confidence, with a senior manager or the Head of Service.
- 3.9 LMS instrumental/vocal curriculum framework does not cover the specific requirements of external graded music examinations and no specific training for such exams is provided in lessons. Coverage of some of the requirements for such examinations may, however arise from the planned learning.
- 3.10 The Music Service undertakes to inform schools of LMS staff absence as quickly as possible. Every effort is made to provide supply cover for a teacher's absence due to longer term illness or maternity leave. It is not always possible however to provide cover and in such cases refunds will be made if LMS are unable to provide a teacher.
- 3.11 Once in a school, visiting LMS teachers should be treated as members of the school staff. They should be helped to feel as much a part of the school as others. Schools' welcoming, recognition, and valuing of these specialists is very important to this process. Other staff should know the days on which visiting teachers are in the school.
- 3.12 Teaching locations and conditions should be suitable for the purpose of music teaching. Teaching rooms should have:
- Sufficient space, appropriate to the size of the teaching group.
 - Visual access, through a window or glass panelled door.
 - Sufficient chairs and tables
 - Adequate heating, lighting and ventilation
 - A clear notice describing emergency exit routes and procedures.
- 3.13 Necessary resources for teaching should be provided including:
- Instruments
 - Music stands
 - Music and other teaching materials
 - A photocopying facility for worksheets, practice exercises to be used for the benefit of pupils from the school
- 3.14 The school has a joint responsibility with the Music Service for the organisation of lessons and pupils attendance. The school should identify a named contact person, through whom the visiting teacher can exchange information, including that on pupil attendance and progress. Teaching timetable should be clearly displayed both for pupils and for teachers.
- 3.15 On-site responsibility for the children remains with the school, both during normal teaching hours and out of normal teaching hours. LMS staff are not available for dinner or playground duty or to cover for absent members of staff.
- 3.16 At the start of each academic year, schools should provide all visiting LMS teachers with detailed information on health and safety procedures. This will include signing in and out, fire, first aid, evacuation and other emergency procedures; lone working advice and security measures. The LMS teachers should be told in confidence of any medical, behavioural and academic information or other issues that may affect their pupils learning.
- 3.17 During the Summer Term, LMS will send order forms to every school and renewal information will be sent to every parent for the PDP scheme tuition to enable requests to be made for the following academic year. It is to the mutual advantage of schools and Music Service that schools/parents are asked to return the forms by a specified date. Whilst LMS welcomes specific requests regarding the teacher provided and the timings of visits, schools are asked to remain as flexible as possible. Timetabling is a complex process and whilst every effort is made to accommodate schools wishes, it may not always be possible to do so. Any requested adjustments to timetables will take place from the following September. LMS provides a calendar of standard teaching weeks for the academic year. Any variation to the

SLA and Ts & Cs continued

schedule must be in agreement with school and LMS tutor.

- 3.18 Annual data collation of musical engagement is a statutory requirement by the Department for Education. This ensures the continued subsidy of support services offered by LMS. Schools are therefore required to provide data on annual basis to LMS for subsequent reporting to the DfE.
- 3.19 Once submitted, the service order/parental application represents a binding request from the school/parent for the required teaching for the whole of the following academic year. It is not possible to reduce teaching provision during an academic year without written notification being returned to the LMS. The cancellation policy will be implemented if the schools do not give the required 12 weeks' notice.
- 3.20 Where a school passes on any element of the cost of instrumental tuition to parents, the governing body is responsible for ensuring compliance with the latest statutory requirements. LMS teachers are not available for teaching where a school's charging arrangements do not fully comply with current statutory requirements.
- 3.21 The school should inform LMS immediately of any unexpected absence of LMS staff.
- 3.22 During curriculum delivery sessions any support staff timetabled to be with a pupil must remain in the lesson with that pupil.

Charges

- 3.23 The charge for weekly timetabled teaching and ensemble directing will be based on an hourly rate. Charges for teaching will be set to cover the cost of providing that service and do not relate to an individual teacher. Different charges will however be made for instrumental and class teaching, to reflect the cost of providing these different services.
- 3.24 The school has no financial liability for tuition purchased through the PDP scheme unless Pupil Premium is used to support a PDP application.
- 3.25 Parents are invoiced at the start of each term in advance of tuition received (non-refundable) Parents are committed to one term at a time.
- 3.26 The charge for advice/consultancy will be in alignment with those of the Lancashire Learning Excellence.
- 3.27 Charges for the following academic year are announced in March each year.
- 3.28 If LMS is unable to provide an agreed service, its liability is limited to the cost of that service and the school will not be invoiced for service not delivered.
- 3.29 For details of charges for this academic year please refer to the LMS Brochure.

Discontinue of Services

- 3.30 SLA with Schools – Where a teacher has been introduced to a school by LMS to deliver services and is then subsequently offered similar work by this school on an independent basis within 12 months of the end of this teacher's present contract, an introduction charge of £1800 will be applied and an invoice/journal raised to the school.

Staff cover/absence

- 3.31 Every effort is made to provide supply cover for LMS teacher absence due to longer term illness or maternity leave. Schools will not be charged if LMS do not deliver tuition due to LMS staff absence.

School closure

- 3.32 Arrangements should be made and agreed with the LMS teacher at the beginning of each Academic Year /Term to deliver the required amount of visits scheduled on the LMS Calendar. PLEASE CHECK and notify the LMS office of any variation to the dates listed
- 3.33 When pupils are not available for teaching due to school closures, including adverse weather conditions, school visits, examination periods, school INSET days etc. then the school will be charged for the hours timetabled as Music Service staff will be available to teach on these days.

- 3.34 Instrument Loan Agreement
- Lancashire Music Service instruments/equipment must be entered in the school stock book showing that they are on loan from the Music Service and stock checked annually as per County requirements.
 - The Music Service will meet all service and repairs due to normal usage excluding replacement of consumables i.e. strings, reeds, Valve oil.
 - Schools/ parents will be charged £25 or 10% of the cost whichever is the greater for repairs or replacement cost due to accidental damage.
 - Schools/parents will be charged the full replacement cost due to malicious damage.
 - Lost instruments/equipment will be charged at full replacement cost.

Billing and Payment Method

- 3.35 Charges for weekly timetabled instrumental and vocal teaching, class teaching, ensemble direction or any other bought in activities / services will be payable in retrospect at the end of each term.
- 3.36 PDP charges for weekly timetabled lessons will be payable at the start of each term. Any refunds due will be applied against the next terms invoice. Where refunds cannot be issued against a new invoice parents will receive notification requesting bank details.
- 3.37 If Schools support an application through Pupil Premium, LMS will charge the School for tuition at the end of each term.

4 DURATION AND REVIEW

- 4.1 This Service Level agreement will run for the current Academic Year unless varied by agreement between the parties. A school can terminate this agreement by giving 12 weeks' notice in writing to the Head of Music Service.
- 4.2 Changes to the level of provision can be made each summer term to be implemented in the following September.

Customer Care Procedures

- 5.1 If any aspect of the service causes dissatisfaction this should be notified to the Head of Service as soon as possible so that actions to rectify the situation can be taken.
- 5.2 Any request for a change of teacher should be notified to the Head of Service and will be investigated by a senior manager over a maximum period of four working weeks.
- 5.3 Clients who feel they have not received an adequate response from the Head of Service may appeal in writing to: Mr Ajay Sethi, Head of Startwell (Traded Services), The Woodlands Centre, Southport Road, Chorley, PR7 1QR.
- 5.4 If mutual confidence in the continuation of this service level agreement cannot be restored, it may be terminated by twelve weeks' notice in writing.
- 5.5 Responses to urgent requests will be made within one working day. It will be the responsibility of the school, in making the initial contact to explain the urgency for the response.
- 5.6 Non urgent requests will be dealt with within one week, or as agreed with the school.
- 5.7 Monitoring of all work and quality assurance is a continuous process undertaken by the Music Service in partnership with the school.
- 5.8 At the end of each academic year there will be a review between the Music Service and school which will consider the performance of the service and the responsibilities of schools within the context of this agreement. This review will take the form of a questionnaire to school and will provide the opportunity to evaluate all aspects of the Service.
- 5.9 The Music Service may undertake other forms of evaluation.
- 5.10 All matters arising from this agreement should be referred to:

Tim Rogers, Head of Service
Lancashire Music Service
The Woodlands Centre
Southport Road,
CHORLEY, PR7 1QR
Tel **01257 234450**
email: lancs.music@lancashire.gov.uk

Price List 2018/2019

Academic Year

Instrumental and Vocal Tuition

Small Group (34 weeks)

30 minutes	£20.50
1 – 3 hours	£33.50 p/h
3 hours +	£31.50 p/h

Small Group (less than 34 weeks)

30 minutes	£22.50
1 – 3 hours	£35.00 p/h
3 hours +	£34.00 p/h

Large Group (10+ students) £35.00 p/h

Whole Class Ensemble Tuition

(Minimum 1 ¼ hours p/session x 34 weeks)

£1487.50 per academic year (max 34 pupils per class)

Termly option £525.00 per term (12 weeks)

Curriculum Delivery

Full day (5 hours)	£255.00
Half day (3 hours)	£153.00
Half day (2.5 hours)	£127.50
Half day (2 hours)	£102.00

Lancashire Rocks (KS3)

(Minimum 1 hour p/session x 34 weeks)

£1190.00 per academic year (max 34 pupils per class)

Termly option £420 per term (12 weeks)

Additional WCET hours £35.00 p/h

Performances and Workshops

Lazy Mondays Concert (1 hour)	£175.00
Lazy Mondays or Upbeats Workshop (2 hours)	£250.00
One-off taster Workshop (2 hours)	£127.50

Six Week Sing £210.00

Consultancy

£100 p/h + £50 prep charge

Charanga Musical School

£180 per year or **FREE if purchasing LMS tuition**

(To register or renew a purchasing licence please go to

www.lancashiremusic.org.uk)

KS1 Recorder World

First term (including 33 recorders)	£150.00
Subsequent terms	£50.00 p/term

Discontinuation of Service

Charge for Introduction to LMS tutor £1800.00

Calendar

34 Week Teaching Pattern for Whole Class, Instrumental Tuition and Music Centres Academic Year 2018-2019 (exception to Secondary schools)

Any variation to the dates listed needs to be in agreement with LMS teacher and school. Please notify the LMS office of the revised schedule.

AUTUMN TERM 2018				SPRING TERM 2019				SUMMER TERM 2019			
Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Apr	May	Jun	Jul
3	1	5	3	7*	4	4	1	29	May Day 6	3	1
Inset Wed 5	8	12	10	Inset Tue 8	11	11	Easter Break 8 Apr - 26 Apr		7*	10	8
10	15	19	17	14	Half Term 18 Feb - 22 Feb	18			13*	17	15
17	Half term 22 Oct - 26 Oct	26	Xmas/New Year 24 Dec - 4 Jan	21		25			Inset Thur 16	24	Summer Hols 23 Jul - 31 Aug
24				28	25				20		
	29								Half Term 27 May - 31 May		
* indicates part weeks LANCASHIRE MUSIC SERVICE SCHEDULED 13 WEEKS				* indicates part weeks LANCASHIRE MUSIC SERVICE SCHEDULED 11 WEEKS				* indicates part weeks LANCASHIRE MUSIC SERVICE SCHEDULED 10 WEEKS			

Application Deadlines	Term Start Dates	Scheduled delivery pattern
Dates	MC/PDP	* = indicates part week
20.08.18	10.09.18	Floating week for make up lessons
08.10.18	29.10.18	LMS Holiday
10.12.18	07.01.19	LMS INSET
04.02.19	25.02.19	
25.03.19	29.04.19	
13.05.19	03.06.19	

LMS staff are unavailable to teach on the following dates:

INSET - Wednesday 5 September 2018, Tuesday 8 January 2019 and Thursday 16 May 2019

MAY DAY BANK HOLIDAY - Monday 6 May 2019

These sessions will be rescheduled to take place in the floating week at the end of each term

38 Week teaching Pattern for Curriculum Delivery Academic Year 2018-2019

AUTUMN TERM 2018				SPRING TERM 2019				SUMMER TERM 2019			
Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Apr	May	Jun	Jul
3	1	5	3	7*	4	4	1	29	May Day 6	3	1
Inset Wed 5	8	12	10	Inset Tue 8	11	11	Easter Break 8 Apr - 26 Apr		7*	10	8
10	15	19	17	14	Half Term 18 Feb - 22 Feb	18			13*	17	15
17	Half term 22 Oct - 26 Oct	26	Xmas/New Year 24 Dec - 4 Jan	21		25			Inset Thur 16	24	22*
24				28	25				20		Summer Hols 23 Jul - 31 Aug
	29								Half Term 27 May - 31 May		
LANCASHIRE MUSIC SERVICE SCHEDULED 15 WEEKS				LANCASHIRE MUSIC SERVICE SCHEDULED 12 WEEKS				LANCASHIRE MUSIC SERVICE SCHEDULED 11 WEEKS			

Contacts



For bookings call 01257 517116 or email marilyn.wilson@lancashire.gov.uk

Head of Service	Tim Rogers 01257 517150 tim.rogers@lancashire.gov.uk
Regional Manager (South)	Bernardette Hill 01257 517119 bernardette.hill@lancashire.gov.uk
Regional Manager (East)	Ben Rapp 01257 517141 ben.rapp@lancashire.gov.uk
Regional Manager (North)	Cath Sewell 01257 517111 cath.sewell@lancashire.gov.uk
Office Manager	Marilyn Wilson 01257 517116 marilyn.wilson@lancashire.gov.uk
Instrument Deliveries/Repairs	Mark Richardson 07825 755501 LMSinstruments@lancashire.gov.uk
School Billing Queries	Julie Read 01257 516438 julie.read@lancashire.gov.uk
PDP Billing Queries	Carol Tapper 01257 517138 carol.tapper@lancashire.gov.uk
Music Centre Admin	Pauline Franic 01257 517113 pauline.franic@lancashire.gov.uk
County Ensembles Enquiries	Ann Connal 01257 517108 ann.connal@lancashire.gov.uk

For Head of Music Centre contacts please see page 15



Schools

BROCHURE 2018 - 2019

Lancashire Music Service
The Woodlands Centre
Southport Road
Chorley, PR7 1QR

lancs.music@lancashire.gov.uk

www.lancashiremusichub.co.uk

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