

Individual Music Lesson & Instrument Variation Form

For Classes 6–12 | Page 1 to keep | Page 2 to complete and return to the Music Department

LYSS STUDENTS HAVE THE OPPORTUNITY TO LEARN THE FOLLOWING INSTRUMENTS

Strings	Violin, Viola, Cello, Double Bass	Brass	Trumpet, Trombone, French Horn
Woodwind	Flute, Oboe, Clarinet, Saxophone, Bassoon	Other	Voice, Guitar, Bass Guitar, Piano, Percussion, Drum Kit

LESSON STRUCTURE & TUITION FEES

Classes 3–8 Primary Instrument	Primary instrument tuition is included in school fees. No additional tuition fee applies.
Classes 6–8 Second Instrument	An additional fee of \$360 per term applies for a 30-minute weekly lesson. 60-minute weekly lesson: \$720 per term, where available.
Classes 9–12 Individual Music Tuition	A fee of \$360 per term applies for each 30-minute weekly individual lesson. 60-minute weekly lesson: \$720 per term, where available.

- Fees shown are current for 2026 and are subject to change.
- Tuition fees are charged to the family account at the beginning of each term.
- Fees are charged per full term and are not pro-rated. The term fee secures a weekly lesson time and the teaching hours reserved for the student for that term. These teaching hours are committed by the school in advance and cannot be reallocated once the term is underway.

APPROVAL PROCESS *These checks are here to help your child succeed on both instruments.*

1 Receive form Return the completed form (page 2) to the Music Department.	2 Class teacher Class teacher is consulted to ensure extra practice will not interfere with classwork load.	3 Music teacher Where applicable, the current music teacher is consulted to ensure regular practice is satisfactory.	4 Business manager Business manager is consulted for financial approval.
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SCHEDULING

- Classes 6–8 second instrument: one lesson is scheduled outside class time in recess, lunch, or before/after school to minimise class interruptions. Students will continue to have one of their music lessons on a rotational basis.
- Classes 9–12: all individual music lessons are scheduled on a rotational basis.

ONGOING LESSONS

- Lessons continue into the following year unless notice is given.
- Lessons are subject to approval and are reviewed each term. We may also raise a review during a term if practice has become hard to sustain, if classwork is being affected, or if fees have fallen behind. We will always talk with you first and look for a workable way forward.
- Lessons missed by students for any reason are not offered as make up lessons.
- Changes take effect from the beginning of the following term. A change of instrument finishes lessons with the current teacher and requires the same notice as discontinuing.

NOTICE DATES

TERM 1 23 March 2026	TERM 2 15 June 2026	TERM 3 14 September 2026	TERM 4 24 November 2026
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To allow the school to plan teaching commitments for the following term, notice of changes or discontinuation must be received by 4:00pm on the dates above. Where notice is received after the applicable date, a full term's fees will apply.

- These dates are also published in the weekly LYSS newsletter ahead of each deadline.

Questions or forms: contact the Music Department on musicadmin@lyss.vic.edu.au. Forms are also available from the Admin Office.

Individual Music Lesson & Instrument Variation Form

For Classes 6–12 | Complete the Student Details below, then select Option A or Option B

STUDENT DETAILS

STUDENT NAME

CLASS

PARENT / GUARDIAN NAME

CONTACT EMAIL

CONTACT PHONE

LESSON REQUEST

Please select one option below.

Option A Begin or change lessons

For new lessons, a second instrument, change of instrument or change to lesson duration.

Option B Discontinue lessons

For lessons you wish to finish at the end of a term.

Notice due 4:00pm on: Term 1 23 Mar 2026 | Term 2 15 Jun 2026 | Term 3 14 Sep 2026 | Term 4 24 Nov 2026

OPTION A BEGIN OR CHANGE LESSONS

Please select what you need, complete the details below, and sign Declaration A.

Second instrument | Classes 6–8

Change of instrument

Individual music lessons | Classes 9–12

Increase lesson duration

Reduce lesson duration

A change of instrument or a reduction in lesson duration requires notice. See the dates above. Changes take effect from the beginning of the following term.

CURRENT INSTRUMENT *leave blank if new*

REQUESTED INSTRUMENT

INSTRUMENT

TEACHER

INSTRUMENT

Current lesson duration: 30 Min 60 Min

Requested lesson duration: 30 Min 60 Min

Commencing from: Term 1 Term 2 Term 3

Term 4 YEAR

Declaration: Option A

I have read and agree to the conditions on page 1.

I am authorised to make changes to this student's lessons and to the family fee account.

I understand lessons continue into the following term and year unless notice is given by the published date, and a full term of fees will apply if it is not.

SIGNATURE (OPTION A)

DATE

OPTION B DISCONTINUE LESSONS

Complete this section only when individual music lessons are finishing. A change from one instrument to another should be completed under Option A.

INSTRUMENT

TEACHER

LESSON DURATION

Please indicate: This instrument only All individual music lessons

Lessons to finish at the end of: Term 1 Term 2 Term 3 Term 4 YEAR

Declaration: Option B

I am giving notice that the lessons above are to finish.

I am authorised to make changes to this student's lessons and to the family fee account.

SIGNATURE (OPTION B)

DATE

OFFICE USE ONLY

DATE RECEIVED

RECEIPT ACKNOWLEDGED

OPTION A / B

WITHIN NOTICE PERIOD

CLASS TEACHER

MUSIC DEPT

FINANCE SUBMITTED

FINANCE APPROVED

TEACHER ALLOCATED

EID

TIMETABLED

NOT APPROVED