



**CHILDRENS SERVICES & SKILLS
DIRECTORATE
SOLIHULL MUSIC SERVICE**

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Billing Direct Music Offer 2019-20

Dear Head Teacher,

As another academic year approaches we would like to now invite your school to renew their *Billing Direct Music Offer* with Solihull Music Service. Through this partnership Solihull Music Service will be responsible for the running and administration of instrumental music lessons, working directly with parents who can apply and pay for their lessons with Solihull MBC.

Billing Direct Music Offer

- Parents are able to apply for instrumental lessons through the Music Service application site following the link on your school's website or via Solihull Music Service's website.
- From the online application portal parents will need to register as the parent/guardian and provide an email address and password. Once they have registered they will be able to enrol for instrumental lessons at your school as well as ensembles delivered by Solihull Music Service during the week and Saturday Music Centre.
- Each school will have a bespoke prospectus on the music service website (www.solihullmusicservice.com) with instrument and groups sizes available as agreed with each setting.
- Once parents have applied for lessons they will be contacted by SMS to confirm their application has been received. Solihull Music Service teachers will then liaise with parents directly to organise and agree the lesson type and day/time of delivery.
- Solihull Music Service will deliver 33 lessons over 38 weeks of the academic year with all lessons billed a term in arrears by Solihull MBC.

The following lessons are available in the majority of schools.

- Group lesson £7.40 per lesson
(2 pupils in 20 min / 3-4 pupils in 30 min)
- Individual 20 minute lesson £13.80 per lesson
- Individual 30 minute lesson £19.80 per lesson

Please note that pupils who have already applied for lessons with Solihull Music Service using the online portal do not need to apply again.

Expectations of all schools that benefit from the *Billing Direct Music Offer*

To enable pupils to apply for instrumental lessons we request that all schools who receive this offer undertake the following points:

1. A link on the school website is set up directing parents to the online portal

<https://solihullmusicservice.com/lesson-application-form/>

The following documents are emailed to all parent/carers and uploaded onto the school website:

- 1. Solihull Music Service Instrumental Music lessons (attached)**
- 2. Cover email for parents /carers inviting them to apply for instrumental music lessons through the online application portal. (attached)**

Promotion of Music in your school

To help your school continue to thrive as a musical community SMS will need to be able to provide performance opportunities for students learning a musical instrument and providing positive role models for younger aspiring pupils.

Solihull Music Service teachers may also request the opportunity to perform for pupils, showcasing particular instruments and supporting recruitment for instrumental lessons, particularly in the summer term.

Pupil Premium funding for instrumental lessons

Schools may use pupil premium funding for eligible pupils to receive instrumental lessons with Solihull Music Service. The SLA electronic booking form should be used to request any pupil premium time required for lessons. SMS will charge schools for this service on a termly basis in arrears.

If you have any further questions or would like to discuss how Solihull Music Service can help your school develop musical opportunities for pupils please do not hesitate to contact me at the music service via cbatty@solmus.solgrid.org.uk

Yours sincerely,

Claire Batty
Assistant Head of Solihull Music Service