



Updated February 2024

## INDIVIDUAL MUSIC TUITION GUIDELINES & TERMS FOR PARENTS

### INSTRUMENT AVAILABILITY & SUITABILITY

The students of Dulwich College (Singapore) may elect to learn an instrument or voice through Individual Music Tuition from a Peripatetic Music Teacher.

Individual Music Tuition is available to all students from Year 1 at Dulwich College (Singapore) in the following instruments:

- Strings: Violin, Viola, Cello (*from Year 1*), Double Bass, Harp (*from Year 4*)
- Piano (*from Year 1*)
- Pipe Organ (*minimum ABRSM grade 5*).
- Percussion: Drum Kit, Orchestral Percussion (Tuned and Untuned) (*from Year 2*)
- Acoustic and Electric Guitar (*from Year 4*)
- Ukulele (*from Year 2*)
- Voice (*from Year 2*)
- Woodwind: Flute, Oboe, Clarinet, Bassoon, Saxophone (*from Year 3*)
- Brass: French Horn, Trumpet, Trombone, Euphonium (*from Year 3*)

Kindly note that:

- Not all students will be suited to learning specific instruments, and parents of very young students should consult the academic music staff in the department for advice or recommendation.
- Parents are welcome to have their child learn several instruments at the College, although they should be mindful of workload balance and any disruption to their academic timetable due to several weekly lessons.

### CONTRACT OF TUITION & ENGAGEMENT OF TEACHERS

- Individual Music Tuition is optional and run independently of academic class music lessons and the class instrumental programme.
- The contract of tuition is directly between the parent (with their child) and the self-employed Peripatetic Music Teacher.

LIVE **WORLDWISE**™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658766  
T (65) 6890 1000  
<https://singapore.dulwich.org/>



- Individual Music Tuition is provided by a team of self-employed Peripatetic Music Teachers who have been interviewed, screened and safeguarded by the College, who are happy to recommend their private tuition services to take place in facilities provided at Dulwich College (Singapore). They have agreed to abide by guidelines and terms to operate their private tuition services at the College, be in sympathy with the professional duties of a Dulwich College teacher, and work with recommended guidelines in good practice and conduct for Individual Music Tuition at the College.
- Parents are kindly asked to note that our Peripatetic Music Teachers are not full-time employees of Dulwich College (Singapore).
- Key points detailed in this document reflect the same information shared with the self-employed Peripatetic Music Teachers.

## WAITING LISTS

- The College endeavours to allocate prospective students to Peripatetic Music Teachers as soon as possible, although parents and students are reminded that some instruments can prove to be very popular, and waiting lists are unfortunately unavoidable.

## TRIAL LESSONS

- Parents can request a trial lesson with Peripatetic Music Teacher to check instrument suitability and the likely teaching style and relationship between the teacher, student and parent.
- Parents are recommended to attend any trial lesson so that the style of teaching and student/teacher relationship is observed, along with any questions that can be discussed in person.
- Trial lessons are chargeable normal fees as per terms detailed in the Payment/Invoicing section.

## LESSON TIMETABLING

- The standard lesson timing offered is a 30-minute lesson.
- Students will be timetabled on a fixed weekly timing or a rotational weekly basis (e.g. Monday 9am for one week, then Monday 10am for one week).
- Rotations depend on the number of students a Peripatetic Music Teacher has on their timetable and the number of days they teach in the College.
- The uptake for lessons generates the number of hours a Peripatetic Music Teacher will be teaching and cannot be guaranteed by the College. A Peripatetic Music Teacher with only 3 students will have a swifter rotation on the same day with less flexibility, whereas a

LIVE **WORLDWIDE**™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658966  
T (65) 6890 1000  
<https://singapore.dulwich.org/>



Peripatetic Music Teacher who teaches in the College for 2 full days will have a larger rotation and greater flexibility.

- The College's Music Programme Lead will support in connecting parents with the Peripatetic Music Teachers and lesson timetabling in August of every academic year. Peripatetic Music Teachers will inform parents directly of their child's individual lessons timings and liaise directly with parents regarding any changes to schedule.
- ***Requests for specific lessons timings cannot be accommodated.*** If there are concerns about clashes with 1 specific academic subject parents may inform the Music Programme Lead, but in cases where there are concerns about clashes with more than 1 academic subject we will advise students to seek external music tuition outside of school hours.
- DUCKS students will be collected from and returned to their classroom. Students in Year 3 may need some assistance in collecting for their 1st lesson – although parents should bear in mind that this will impact upon the 30-minute lesson time. From Year 4 students may become more self-sufficient and Senior School students should attend without any support.
- If a student has not attended and they are in school, the Peripatetic Music Teacher will seek to find the student in the first instance and bring them to the lesson. Parents should be aware that finding a student will impact upon the 30-minute lesson time.
- Parents are responsible for checking with class teachers for eventualities that may affect their child's one-to-one music lessons and inform the Peripatetic Music Teacher directly. On days where lessons clash with out of the ordinary school events the lessons are not automatically cancelled and the normal fee will be charged should the Peripatetic Music Teacher not have been informed that a student is not attending.
- Scheduling of make-up lessons during the first/last school week of December and June will be done by Peripatetic Music Teachers liaising directly with parents.

## PAYMENT & INVOICING

- The current rate of payment is SGD \$50 for a 30-minute lesson.
- Invoicing and payment arrangements lie directly between parents and self-employed Peripatetic Music Teachers.
- Dulwich College (Singapore) is not involved in the handling of invoicing and payments and the College cannot become involved in any disputes arising from payment or non-payment.
- Any increase of lesson fees will be notified to parents, one term in advance, prior to the start of a new academic year in August.

## ABSENCE – PERIPATETIC MUSIC TEACHERS

- Absence and any lesson cancellation caused by the Peripatetic Music Teacher should be notified to parents and the College at the earliest possible opportunity.

LIVE **WORLDWIDE**™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658966  
T (65) 6890 1000  
<https://singapore.dulwich.org/>



- Lessons should be either not be charged for, refunded or a makeup lesson can be arranged.

## ABSENCE – STUDENTS

- Parents are responsible for informing the Peripatetic Music Teacher directly in the early morning if a student is off sick from school on the day of their lesson. The Peripatetic Music Teacher is not automatically informed by the school offices and does not have access to the school registers.
- If the Peripatetic Music Teacher is given adequate reasonable notice (more than a 24 hours) about a student's absence, then it is at the discretion of the Peripatetic Music Teacher as to whether this lesson is rescheduled or refunded.
- If a student does not attend their lesson without any notification and any genuine good reason, then this lesson may be chargeable by the Peripatetic Music Teacher.
- Students that arrive late to lessons will impact on the learning and teaching available to them in a 30 minute lesson.
- General points to note – Peripatetic Music Teachers are requested to maintain attendance records. Parents and Peripatetic Music Teachers are asked to ensure that communication, negotiation and goodwill is considered with a very busy calendar across the College.

## NOTICE

- Parents are able to give notice to cease Individual Music Tuition for their child.
- A minimum of 5-week notice must be given, at any point in the academic year. Notice should be given in writing to both the Peripatetic Music Teacher and the Music Programme Lead.
- Lessons during the notice period are chargeable and it is at the parent's discretion whether the student attends these lessons or not.
- Peripatetic Music Teachers may wish to give notice to parents and students – provided there is good and justifiable reason, whereby the same conditions of 5 Lessons notice, at any point in the academic year, apply.
- At the end of every school year, parents are asked to confirm if the student will continue with lessons in the new school year. If parents confirm that the student will be continuing lessons in the new school year the 5-week notice period will be enforced from the first week of the school year in August.

LIVE **WORLDWIDE**™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658966  
T (65) 6890 1000  
<https://singapore.dulwich.org/>



## MUSIC EXAMINATIONS BY ABRSM/TRINITY

### Exam readiness:

- It is the responsibility of the Peripatetic Music Teacher to clearly communicate to the parent whether or not the student has obtained the required level of technical fluency and musical expression to undertake the examination/recording, or if additional time for home practice and/or lessons is needed to ensure a satisfactory exam result. If parents wish to enter the student for examination against the recommendation of the teacher this will be at the discretion of the parents.

### Parent support:

Parents should be guided by the Peripatetic Music Teacher on how to help the student prepare for an examination at home:

- Parents should ensure that the student is committing to daily practice and has done multiple rounds of mock-exam/recordings during the daily practice over a longer period of time.
- Students should be able to play through the required repertoire with minimal mistakes and with sufficient technical fluency and musical expression before entering the exam - this process might take anywhere from 1-3 months after the initial learning of the repertoire depending on the amount of daily practice the student is able to commit to.

### Submission of exam video recordings and/or registration for exams:

- Since submission of exam recordings and exam registrations include submission of personal information and identification of the student, it is recommended that the submissions are done by the parent with any assistance required from the Peripatetic Music Teacher.
- The Music Department hope that with guidance and support from both Peripatetic Music Teacher and parents the majority of students will have a good experience preparing for their exam and receive a satisfactory exam result.

## CO-CURRICULAR ACTIVITY (CCA)

- Students who are taking Individual Music Tuition are strongly encouraged to take part in the College's wide-ranging co-curricular activity (CCA) programme. Please check the Parent Portal Music page for more information.
- Participation in ensembles gives further musical and life skills to students and can give a performance platform to students throughout the year.
- Peripatetic Music Teacher and Academic Teaching Staff will be able to advise if there is any doubt if your child is ready to take part.
- Students learning Woodwind and Brass are eligible for Training/Wind/Concert/Jazz Bands and Senior Orchestra.

LIVE WORLDWIDE™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658966  
T (65) 6890 1000  
<https://singapore.dulwich.org/>



- Students learning Strings are eligible for Training/Festival/Dulwich String Orchestras and Senior Orchestra.
- Students learning Percussion, Piano, Guitar and Voice may be eligible for Training/Wind/Concert/Jazz Bands/Senior Orchestra and Rock Bands depending upon availability, skill and requirement.
- Students learning Piano and Voice are strongly encouraged to take part in DUCKS/Junior/Senior Choir.

## PRACTICE, INSTRUMENTS, BOOKS

- Regular practice is key to the success and a student making successful progress is a partnership between the student, the Peripatetic Music Teacher and the parent. A daily minimum practice time of 15-20 minutes for beginners, 20-30min for intermediate and 30-40min for advanced students is required for ensuring progress.
- A practice notebook, provided by the Peripatetic Music Teacher is required to help communication between the lesson and home.
- Junior and Senior students, provided they seek permission and there is room availability, can practice in the Music Department practice rooms before school, during breaktimes and after school (provided collection arrangements are in place with parents).
- Students should have access to an adequate instrument to practice at home. Pianos should be ideally 88 keys and weighted, although in the case of beginners, this may not always be essential until progress has been established.
- Students/Parents and Peripatetic Music Teacher should ensure that they have their own copy of a tutor-book to learn from which should be brought to each lesson.
- If a student forgets their tutor book, then an alternative lesson of technical work (scales/arpeggios), aural skills, sight-reading, theory and musicianship will take place.
- The Music Department and Peripatetic Music Teacher can advise on instruments, tutor books and suppliers in Singapore.

## COMMUNICATION

- Parents and Peripatetic Music Teachers should be in regular contact about their child's progress and musical needs.
- A practice notebook is required and provides an excellent interface between teaching during the music lessons and home.
- Peripatetic Music Teachers will give parents a bi-annual report on their child's progress.

LIVE **WORLDWIDE**™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658966  
T (65) 6890 1000  
<https://singapore.dulwich.org/>



- In the case of queries this should always start directly with the Peripatetic Music Teacher, where the contract of tuition falls. The support of the Music Programme Lead may be sought with aspects of administration such as timetabling, examinations and general enquiries.
- In the case of concerns and complaints, parents are asked to raise these with their Peripatetic Music Teacher first. If these cannot be amicably resolved by email, telephone or meeting in person, then parents may contact the Music Programme Lead.

LIVE **WORLDWISE**™

Dulwich College (Singapore) Pte. Ltd.  
71 Bukit Batok West Avenue 8, Singapore 658966  
T (65) 6890 1000  
<https://singapore.dulwich.org/>