Overview

More than 200 BGHS students participate in the Burwood Ensemble Program (BEP) which offers the chance for students to learn musical instruments from top professional musicians, to learn ensemble musicianship and participate in a vast array of small and large ensembles with many in-school, DET and community performing opportunities. In 2013, the BEP is comprised of two concert bands (directed by ____________ and Tara Fermor), a Training Ensemble (lead by Diana Springford), a String Ensemble (lead by Jenny MacQueen) a Stage Band (lead by Richard Maegraith), four rock bands (tutored by Jy-Perry Banks, Zane Banks and David Groves), the Musettes (our contemporary choir taken by Patricia Amphlett, a.k.a. Little Pattie), a Brass Ensemble (lead by Elina Suuronen), a flute choir (Fluteloops lead by Catherine Kinsella), a Clarinet Ensemble (lead by Diana Springford), and a percussion ensemble (taken by Jon Collins). All groups each have a regular schedule of weekly rehearsals; the Senior Band and Concert Band tour regional NSW each year and all ensembles have a busy performing schedule. We also have a “pop up” marching band comprised of students from the Senior Band and the Concert Band, who march for the local Ashfield and Burwood RSL ANZAC Day events.

We offer lessons for primary students with our most advanced senior students, allowing the first experience of music for these younger players to be very friendly and inclusive. This also allows our senior students the chance to learn something of the art of teaching whilst being mentored by their professional tutor and the BEP. High school members of the BEP have private instrumental or vocal lessons once a week with one of our wonderful team of peripatetic music teachers.

The BEP is motivated by the school motto “Not For Ourselves Alone”. The community lesson program for primary students allows us to share our facilities and expertise with our local community. Every year we host the Inner West Ensembles Festival, which brings together primary and secondary ensembles of all kinds from our surrounding area to play for each other and to be advised by an expert adjudicator. The BEP concert bands and chamber ensembles play for the local Croydon Park, Ashfield and Burwood RSL ANZAC and memorial services, they march in the Sydney City, and the Ashfield and Burwood ANZAC marches, they play for local events such as Seniors Week and local fundraisers, and the girls also play for Burwood Council events, citizenship ceremonies, memorials and festivals.

The BEP is funded by the fees from its student members and internal fundraising, however support by local organisations such as Wests-Ashfield Leagues Club, and the Burwood RSL and, of course, Burwood Girls High School allows these fees to be kept at a reasonable level despite the high level of activity the ensembles are involved in.

Every year the program produces a BEP fundraiser concert in which all staff members and many students perform and all members and their friends attend. This is our “Big Night Out.” Also, at the end of each year our “Little Night Music” showcases every ensemble in the program.

Mrs Elaine Browne, Mrs Suzanne Staines and Mrs Anne Kainz form the administrative backbone of this busy and rewarding program. Diana Springford is the Director.

BEP Office Hours are Monday – Thursday 12 pm – 6 pm
Burwood Ensemble Program: Burwood Girls High Co-curricular Music

Senior Concert Band
The Senior Concert Band is our flagship ensemble whose members are the most senior students and most experienced musicians in the school. The SCB plays for the important school ceremonies such as Presentation Day and Year 12 Graduation and they also serve as a community band, playing for local community ceremonies, memorial services and for local festivals. The SCB focuses on the classic symphonic wind ensemble repertoire but also play music of all sorts depending upon the occasion. Every year the SCB tours for three days to various parts of regional NSW at the beginning of second term. They rehearse Thursdays 3.30 – 5.30 pm.

Concert Band
The Intermediate Concert Band focuses on more popular repertoire as well as symphonic wind ensemble repertoire. The focus is threefold, enjoying playing in a concert band, learning the skills and concepts necessary to mature ensemble playing, and marching. The community service of the CB is as a marching band, for the local Ashfield and Burwood ANZAC marches and of the ANZAC day march in the city. Some years the CB march at the Easter Show. The CB play for the important Blue and Gold Assemblies and they also play for Seniors’ functions for the Burwood RSL. They have an annual overnight tour to Mogo in Term 2. The ICB is conducted by Tara Fermor and rehearse Wednesdays 3.30 – 5.00 pm.

String Ensemble
In 2013, there will be a single string ensemble which will focus on chamber and ensemble works. Instruments included are violin, viola, cello and double bass. Students would be expected to have done at least 6 months to a year of lessons on their string instrument prior to joining. Easier parts within the group would have an average difficulty of 2nd Grade AMEB and above. More advanced parts within the group would have an average difficulty level of 5th Grade AMEB and above. Students are encouraged to join if they are interested in playing with other string players in focused repertoire for small chamber settings, or playing works which explore challenging and interesting string pedagogy. Rehearsal time is Wednesday 7.30 am – 8.30 am with Jenny MacQueen.

Training Ensemble
The Training Concert Band introduces beginners (mostly year 7) and those who’ve played for only a little while, to the enjoyment and skill of playing in a larger ensemble. The focus is twofold – on learning ensemble playing skills and becoming comfortable with improvisation. For this reason it can welcome those players who have some experience but don’t feel confident enough to take on the challenges of Concert Band or String Ensemble. By the end of term 3 this ensemble makes its first public performance at the Burwood Festival or the Inner West Ensemble Festival. The Training Ensemble is conducted by Diana Springford and rehearse Wednesday from 3.30-4.30pm.

Stage Band
The Stage Band is a jazz band of the classic sort so the membership comprises of saxophone and brass players and the rhythm section of bass, drums and piano. All members are drawn from the Concert Bands except for piano and bass players. The repertoire is classic big band music and members are encouraged in the adventure of learning to improvise. This ensemble is yet to be rehearses on Thursdays before school, 7.30 – 8.30 am with Richard Maegraith.
Musettes
The Musettes are the program vocal ensemble and they focus 20th and 21st century jazz and popular music repertoire. Members of the Musettes sing for local community memorial services and local festivals and in school events. They are directed by Patricia Amphlett and rehearse on Fridays at lunchtime.

Percussion Ensemble
All percussion players and drummers are invited to join the percussion ensemble which focuses on repertoire that foregrounds percussion instruments in their own right and enables percussionists to come out of the back row of the concert band and the rhythm sections of the jazz and rock bands and be the centre of attention for once. Pianists who aren’t members of a concert band may apply to be a member of the percussion ensemble. Drummers in the ensemble form the Drum Corp for the marching band. The Percussion Ensemble rehearses with Jon Collins on Fridays at lunchtime.

Chamber Groups
Chamber groups form on an “as needed” basis for school functions, Burwood Council citizenship ceremonies and Education Department festivities. They are formed from the musicians of the Senior Concert Band. This year we have a clarinet ensemble, a flute ensemble (The Fluteloops) and a brass ensemble rehearsing on a weekly basis. Members of chamber groups are drawn from the large ensembles of concert bands and string ensemble.

Rock Groups
The rock groups are tutored by Jy-Perry Banks, Zane Banks or David Groves at recess or lunchtime. They have their own “big gig” in the hall every year and play on the band room veranda for the students at lunchtime a couple of times a year. Groups are encouraged to play covers and make their own songs and are formed according to a combination of factors such as age, taste and experience. Groups are formed considering a combination of factors – age, experience, taste and friendships. This means that admission isn’t automatic, but we do try to include everyone who’s keen and willing to work in a team. Last year “The Silhouettes” and “The Critters” had some very successful performances at the Annandale Hotel.

Private Instrumental Lesson Program
BEP is has a busy program of weekly private instrumental lessons taught by professional freelance musicians who are proven teachers. The private instrumental lesson (usually 30 minutes long) is the traditional way of learning musical instruments since the imparting of the refined motor skills, bodily comportment, expressive attention and cognition that form the basis of musical technique and style is only successfully done one on one.

Inner West Ensemble Program: Community Lesson Program at Burwood Girls High

Primary Lesson/ Student Tutor Program
Primary students of our local area have the chance to begin learning their instruments and the craft of music from the senior and more advanced students of BGHS. BGHS musicians must have reached at least 4th grade AMEB (or equivalent) on their instrument and must have shown themselves to be responsible and enthusiastic band citizens. Parents pay the BEP which in turn pays the student tutors.
**BEP CALENDAR 2013** *(Last updated 6 February 2013)*

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<thead>
<tr>
<th>TERM 1 2013</th>
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<th>TERM 3 2013</th>
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| **HOLIDAYS**  
**TUES** 29th Jan TE, CB, SCB workshops 1.00 - 4.00 pm;  
Afternoon Tea 4.00pm  
Tutor Meeting 4.30 pm | **HOLIDAYS**  
Fri 19th April SCB workshop 9–3  
Sun 21st April SCB ANZAC Ceremony Ashfield & Marches for Ashfield and Burwood  
Thurs 25th April **ANZAC DAY** SCB & Bugler ANZAC Dawn Service Croydon Pk  
**WEEK 1**  
Day 11.00 am Bugler Croydon Park school  
**WEEK 2**  
Wed 20th April CB, SCB, Musettes, Stage Band, Percussion, Brass, Clarinets, Flute loops **Variety Night** BHS School Fundraiser  
Wed – Fri 22nd May – 24th May SCB Tour  
**WEEK 3**  
Sun 16th June – Inner West Festival All groups | **WEEK 3**  
Mon 29th July Education Week Assembly ICB/SCB  
Sun 4th August (?TBC?) SCB Sandakan Memorial Burwood Council  
**WEEK 4**  
Wed 20th August **BIG NIGHT OUT** everyone – tutors, ensembles and girls – program fundraiser  
**WEEK 5**  
Sun 10th (?) November Remembrance Day  
(Brass Ensemble for War Graves)  
(Bugler + 2 readers Ashfield RSL)  
**WEEK 6**  
11th Nov Yr 11 Presentation evening SCB | **WEEK 5**  
**WEEK 6**  
Sun 10th (?) November Remembrance Day  
(Brass Ensemble for War Graves)  
(Bugler + 2 readers Ashfield RSL)  
**WEEK 7**  
Wed 28th August **BIG NIGHT OUT** everyone – tutors, ensembles and girls – program fundraiser  
**WEEK 9**  
Wed 4th December  
1) Yr 7 Orientation Diana SCB/SB  
2) A LITTLE NIGHT MUSIC everyone | **WEEK 7**  
Wed 28th August **BIG NIGHT OUT** everyone – tutors, ensembles and girls – program fundraiser  
**WEEK 9**  
Wed 4th December  
1) Yr 7 Orientation Diana SCB/SB  
2) A LITTLE NIGHT MUSIC everyone | **WEEK 8**  
Thurs 21st March SCB, CB, ++ INTERNATIONAL DAY  
**WEEK 11**  
Fri 12th April 10.10 Brass Ensemble, Drum Corp + Bugler School ANZAC Assembly  
**WEEK 9**  
Mon 24th June Blue & Gold Assembly CB  
Mon & Wed (?TBC?) 24th & 26th June Rock Bands at lunchtime on veranda  
Tues – Thurs 25th – 27th June ICB Tour to Mogo  
**WEEK 10**  
Wed 18th September SCB Year 12 Farewell Concert  
Mon – Thurs Instrumental/ Vocal Soirees  
Rm 23/Rm 24 | **WEEK 8**  
Thurs 21st March SCB, CB, ++ INTERNATIONAL DAY  
**WEEK 9**  
Mon 24th June Blue & Gold Assembly CB  
Mon & Wed (?TBC?) 24th & 26th June Rock Bands at lunchtime on veranda  
Tues – Thurs 25th – 27th June ICB Tour to Mogo  
**WEEK 10**  
Wed 18th September SCB Year 12 Farewell Concert  
Mon – Thurs Instrumental/ Vocal Soirees  
Rm 23/Rm 24 | **WEEK 10**  
Mon 9th Dec Blue & Gold Assembly CB  
Fri 13th Dec SCB Presentation Day |

Please note that this is calendar is an ongoing draft. Please check with the BEP for further updates and more details.
**BEP Rehearsal Schedule 2013**

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<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
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<td><strong>BEFORE SCHOOL</strong></td>
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<td></td>
<td>7.30 – 8.30 am String Ensemble</td>
<td>7.30 – 8.30 am Stage Band</td>
<td>8.00 – 8.45 am Brass Ensemble</td>
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<td><strong>RECESS</strong></td>
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<td><strong>LUNCH</strong></td>
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<td>Rock Band</td>
<td>Fluteloops</td>
<td>Clarinet Ensemble</td>
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<td>Percussion Ensemble</td>
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<td><strong>AFTER SCHOOL</strong></td>
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<td>3.30-5.00 Concert Band</td>
<td>3.30-4.30 Training Ensemble</td>
<td>3.30- 5.30 Senior Concert Band</td>
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The Band Office Hours are: Monday – Thursday 12 pm – 5.30 pm. The Band email address is: band.burwoodghs@det.nsw.edu.au
JOINING the BEP!

WHY?
Playing a musical instrument and being part of an ensemble can offer the most rewarding experiences in life. The cognitive, expressive and interpretive rewards are self evident to those who play, and have been well documented by academics. Being part of such refined teamwork is an amazing feeling, and offers social benefits and skills that transfer across disciplines. To be empowered to make music, rather than simply listen to it, it is a lovely way to encounter our cultural history and be part of its ongoing reproduction and creation. Playing for friends and family, school functions and community events such as festivals, memorials and marches makes the importance of music palpable, where it could otherwise seem rather abstract and confined to the sphere of entertainment. Most importantly, making music is fun. Those who have been part of this very busy and demanding program have, at the very least, emerged with friends for life and a passion for something that they are skilled at doing.

WHO?
Those who begin in year 7 find it’s a great way to get to know each other and feel part of BGHS very quickly. It’s never too late to begin though and we have pathways into the ensembles that can be found for older girls who realize later that they’d like to be part of it all.

HOW?
If you already play an instrument, know you’d like to stick with it, and would like to join an ensemble, you need to print pages 7 - 10 of this handbook and fill it in the two forms. Take it to the band office.
If you know exactly what instrument you’d like to learn, or continue learning and therefore need a instrumental or vocal teacher, you need to print pages 11-12 of this handbook and fill in the form in consultation with the director of the program then hand in the form to the band office.
If you’d like to hire an instrument from the BEP, you need to print page 13 of this handbook, fill in the form and take it to the band office. You must be an ensemble member to hire a BEP instrument.
The best starting point is our “Meet the Music” concert held at the end of each year on the Year 6 orientation day morning. You’ll hear one of the bands play, hear instruments demonstrated and speak with other musicians who can play the instruments you like the sound of. Then you can come along to meet and consult our conductors who are experts at matching character and body types to instruments. If you’ve missed “Meet the Music” BEP Director Diana Springford, CB Conductor Tara Fermor or the SCB Conductor can give you an informal tour of the instruments and find one appropriate for you.

COMMITMENT
Please read this handbook before you sign up. You’ll get a feeling of the kind of commitment you’re signing up for. When you learn an instrument you need to practice regularly, as you need to train your body to take on some refined skills and these must become a kind of second nature for you to enjoy your music making. Ensembles practice weekly and have a fairly busy performance schedule. It’s all quite manageable, but you have to commit to managing it! It’s all voluntary, but not on a weekly basis.
When you begin an instrument you’ll find that your progress happens in leaps and starts, plateaus at times and has thresholds of difficulty that all musicians must persevere through. These are at different stages on each instrument. We therefore encourage anyone who signs up for a new instrument to commit to a year on that instrument. The more practice you do, the better you’ll be at your instrument, the more of those tricky thresholds you’ll cross and the more fun it will be. Honestly!
Burwood Ensemble Program & Inner West Ensemble Program
Information Form – to be completed annually

Student Details: (Please print clearly)
Surname: _____________________________ Given Name: ___________________________
Preferred Name: ______________________ Class/ Year in 2013: __________________
Student Email address: ___________________________ Mobile phone: __________________
• I DO/ DO NOT (please circle) agree to my conductor and BEP staff using my (please tick) ☐ mobile phone number, ☐ email address.
• I DO/ DO NOT (please circle) agree to be photographed/ filmed for the BEP website and school and BEP newsletters and other educational publications.
• I undertake to inform the BEP in writing or by email should my contact details change.

Parent / Guardian Details: (Please print clearly)
Surname: _____________________________ Given name: ___________________________
Email address (used regularly): _________________________________________________
Mailing address: ____________________________________________________________
Home phone: ___________________________ Mobile: _____________________________
• I DO / DO NOT (please circle) agree for my daughter/son to be photographed/filmed for the BEP website and school and BEP newsletters and other educational publications.
• I DO/ DO NOT (please circle) agree to BEP staff using my daughter’s (please tick) ☐ mobile phone number, ☐ email address.
• I undertake to inform the BEP in writing or by email should my contact details change.

Musical Information
Instrument(s) played: ___________________________ Year(s) played: __________________
My instrumental / voice teacher is: _______________________________________________
For 2013 I am currently a member &/ or have successfully auditioned to be a member of (please tick)
☐ SCB ☐ CB ☐ TCB ☐ Stage Band ☐ String Ensemble
☐ Musettes ☐ Percussion Ensemble ☐ Rock Band

*Ensemble Auditions for SCB, CB, SE and Stage Band for the following year will be held at the end of each year in the last week of Term 4 for every member of every ensemble and for those keen to join the program. The sign on sheet for an audition time will be put up the week before. Current year 6 girls who would like to audition for ensembles in 2013 will be given the opportunity to apply at interviews.

Instrument Hire
Do you currently hire an instrument from BEP/ IWEP? YES / NO (If yes, please complete the following:)
Instrument type: __________________________________________ Make/ Model: _____________________________
Serial number: _____________________________

We have read and understood the BEP Handbook undertake to abide by the conditions and schedule of fees therein and we understand the commitment involved in being part of this program:
Student Signature: ___________________________ Date: _________________
Parent Signature: ___________________________ Date: __________________

OFFICE USE ONLY:
Audition date: ___________________________ Time: ___________________________
Ensemble Allocation (circle): SCB CB SE TE SB PE MUS RB __
Chamber Groups: __________________________________________
☐ BEP Teacher ☐ Out of school teacher ☐ In need of a teacher ☐ Comments:
Burwood Ensemble Program: Conditions of Ensemble Membership

Please read and consider these conditions carefully. These ensembles thrive with the commitment of every member.

Attendance at Rehearsals and Performances

1. Attendance at all rehearsals and performances is compulsory.

2. The program and conductors try to give girls as much notice as possible of upcoming performances, competitions and tour dates and we ask that members try not to make other commitments on these occasions. In instances where no other alternatives are possible, we ask that the girl contacts the conductor and parents contact the director of the program. As regular rehearsal times are also known well in advance we ask that girls do their best to avoid making appointments (medical, orthodontic or otherwise) and other arrangements during these times. Communication between BEP conductors and staff and girls and their parents, is via permission/information notes handed out in rehearsals and information published on our webpage, updated weekly.

3. If girls know in advance that they will be unable to attend a rehearsal or performance, they must inform their conductor as soon as possible and explain why they are unable to attend. In most cases, disruptions by exams, excursions and other school commitments will be known well in advance, and it is important that members inform their conductors in plenty of time.

4. Notification of any absence, for any reason, for rehearsal or performance, should be made verbally to your conductor and also via a letter or email from a parent or guardian handed to BEP staff. Only in the case of unexpected illness may this be handed in after the event.

5. If girls know in advance that they will be unable to attend a rehearsal or performance, they must inform their conductor as soon as possible and explain why they are unable to attend. In most cases, disruptions by exams, excursions and other school commitments will be known well in advance, and it is important that members inform their conductors in plenty of time.

Punctuality

1. All girls are expected to be at rehearsals 15 minutes before they start in order to assist with setting up the ensemble.

2. If a girl is late to a rehearsal, she must have a note from her parent or guardian. If no note is produced, she will be marked late on the roll.

3. Being marked late 3 times in one term will result in the parent receiving a phone call from the conductor or BEP staff seeking an explanation.

Instrumental Tuition & Private Practice

1. It is a requirement that all members of the music program receive private tuition on their instrument. Rehearsals alone are not enough for a musician to improve and progress.

2. Girls are expected to have practiced their instrument regularly during the week, and should be taking their ensemble music to their tutor for assistance.

3. Girls without a tutor will not be allowed to perform or rehearse with the ensembles until they have a tutor, or are actively seeking one with the help of their conductor or the director of the program.
Fees:

1. Ensemble and program membership fees are to be paid in full by the end of Term 3 and are non-refundable. At least half must be paid by the end of term 2.
2. Fees for tours, camps and group transport to performances are in addition to ensemble/program fees. Students will not be able to participate in tours/camps/public performances if fees are outstanding and/or permission forms are not returned.
3. Those who have private instrumental lessons with the BEP must be a program member (if learning guitar, piano, voice) or ensemble member (for those learning strings, wind instruments, bass, and percussion). Program or Band membership is an annual fee, distinct from the weekly private instrumental lessons invoiced by the teacher directly.
4. Separate fees are charged for instrument hire. Hiring fees are to be paid in advance and an instrument hire agreement must be completed.
5. Parents should notify the BEP if their contact details change.

**2013 Annual Program Fees** (Due in total by the end of Term 3 with at least half paid by the end of Term 2 and non-refundable.)

BEP program membership (PM) facilities & admin fee (piano/ guitar/ voice)………………. $100 p/a
SCB/ CB/ TE/ SE ensemble membership (Includes PM.)……………………………………….. $400 p/a
Rock Program (+ weekly tutor fees) ................................................................................ $100 p/a
Fluteloops (weekly tutor fees)...................................................................................... $100 p/a
Musettes/ Stage Band/ Brass Ensemble/ Percussion Ensemble ........................................ $160 p/a

* For exceptional cases where reasons of financial hardship make difficult the paying these fees by the end of Term 3, parents or guardians may apply to the Principal and the Program Director in writing to apply for a payment plan.

**2013 Instrument related costs**

Instrument Hire .............................................................................................................. $200 p/a
Percussion maintenance fee (includes Percussion Ensemble for) ....................... $100 p/a

**2013 Ongoing Costs**

Private instrumental/ voice weekly lessons (30 minutes) (To tutor)…. $36 per lesson (+GST, if required)
Rock Group weekly rehearsal (40 minutes) (To tutor) ................... approx $10-$15 per rehearsal
Primary student weekly lesson with SCB tutor (30 minutes) (To Mrs Browne)......... $10 per lesson
Fluteloops and Clarinet Ensemble .................................................................nominal weekly tutor fee

**Occasional Fees** (2012 – but subject to change – this is only an estimate for your information)

Bus fee to some major public performances.......................................................................................................... $10 approx.
SCB Tour (T2; 3 days over 2 nights).................................................................................. $300 approx.
ICB Tour (T2; 3 days over 2 nights).................................................................................. $300 approx.
BEP Black Band Pants ........................................................................................................... $60 approx.
BEP touring T-Shirt .................................................................................................................. $35 approx.
BEP Collared Concert Shirt generously loaned to you each performance by the P&C

Should you wish to discontinue instrumental lessons and/ or program or ensemble membership, you’ll need to fill in a “BEP Application to Discontinue” form.
Burwood Girls High School Ensemble Program

Performance Permission Note

As part of the Burwood Ensemble Program, all ensembles perform out of school hours within or outside the grounds of Burwood Girls High School. Under these circumstances the girls are under the supervision of their conductor. When performances are away from school, SASS staff or the Director of the BEP may also be present. DEC Teachers from BGHS are not always present. Unless otherwise stated on the permission slip for a performance, girls need to make their own arrangements for travel to and from the activities. In the interests of safety, it is important that parents supervise their daughter’s transport arrangements.

For each performance, notes outlining the details of the times and venues are given out to the girls prior to the event and copies are also available from the band office. Parents need to check that their daughter has these details. Advance notice of each performance is given in the school newsletter and the more detailed information sheet and permission slip are given out in rehearsals and also available on the school website.

No girl is permitted to attend or participate in any performance unless this permission note is returned to the BEP office signed by a parent or guardian. No exceptions can be made.

I therefore ask that you sign the form below and return it with the other membership forms. Please feel free to contact me at any stage with respect to this matter.

Diana Springford
BGHS Ensemble Program Director

Music activities organized through the BGHS Ensemble Program frequently take place outside of school hours. Often, no teacher from the school is present. Unless otherwise stated, your daughter is expected to make her own way to and from these activities. In the interests of her safety it is important that you supervise transport arrangements.

Please return this permission form signed if you agree to your daughter taking part in BGHS Ensemble Program activities.

My daughter ____________________________________ of roll class ______________ (2013) has my permission to take part in activities in 2013 arranged by the BGHS Ensemble Program. I understand the ensemble conductor rather than a BGHS supervising teacher will be involved. I agree to be responsible for her transport to and from the venues unless otherwise arranged. I understand that details will be given out as notes at rehearsals prior to these activities and will also be available from the Band Office, the school website and on the Ensemble Program page of the school website.

Name of Parent/Guardian: ______________________________________________________________

Signature: ____________________________________________________________________________

Date: _______________________________________________________________________________
Burwood Girls High School Ensemble Program

Private Instrumental Lessons Information Sheet

Ensemble Program Membership
1. All students having individual lessons must be members of the Ensemble Program. If their instrument is a concert band instrument (wind or percussion), then the student must be a member of one of the concert bands ($400 p/a). All other instrumentalist and vocalists pay program administration and facilities fee ($100 p/a) for individual membership. If the student is learning singing, they should also join Musettes ($160 p/a). If the student is learning a rock instrument they may join a rock band ($100 p/a + tutor fees).
2. Students from outside BGHS may be part of the BEP and have lessons with our professional teachers if there is studio room available and the lessons are outside of school hours. These students must be a program member and pay program administration and facilities fee of $100 per year for individual membership.

Attendance at lessons
1. Every student should have at least 8 lessons with their teacher each term.
2. If a teacher cannot attend a lesson, the student will be notified by phone or email with as much notice as possible. The lesson will either be made up at a later date in that term or the fee will be credited to you account or refunded.
3. If a student cannot attend a lesson they should notify their teacher by phone or email with at least 24 hours notice. Notification with less than 24 hours or a lack of notification (for any reason, including illness, forgetfulness or school event) results in that lesson being forfeited and the usual fee incurred. Proper notification (more than 24 hours in advance) will result in the lesson being made up at a later date.
4. SMS communication is not recommended once school the school day has begun as girls/ teachers may not check their text messages in lessons.

Payment for lessons
1. Parents will be invoiced by the instrumental teacher directly for at least 8, 30 minute lessons per term. There is usually one lesson per week of every term.
2. Lesson fees are charged according to the Australian Music Teachers Association recommended rate for each year. This year, that rate is $36 per 30 minutes. (Some teachers may also be obliged to charge GST.) Payment will be on a weekly basis or for the whole term in advance.
3. Discontinuation of lessons requires at least 4 weeks’ notice. Please fill in the “BEP Application to Discontinue” form.
4. Diary & Timetables
1. Every teacher will put his or her timetable of lessons on the notice board in the music corridor outside room 24. Any deviation (for the teacher’s or the student’s convenience) from the printed timetable will be organised by phone or email before the day of the lesson and should be acknowledged by the student, their parent and the teacher to qualify as a pre-arranged lesson.
2. Instrumental lessons may be between 7.45 am and 5.30 pm depending upon the teacher’s availability at the school but not from 8.45 – 9 am, which is roll call. Lessons will rotate so that no student misses the same school class regularly in any term. It is the teacher’s responsibility to ensure the lesson time for all students are rotated regularly. It is the student’s responsibility to ensure the teacher is aware if they are in danger of missing the same school class too often. There is no guarantee of a fixed lunch/ recess or out of school lesson time, but this may be negotiated with a teacher if that is possible for them.
3. Every lesson should be written in the student’s school diary by the teacher and initialed by the teacher. If the lesson has been changed, the student’s parent or the BEP program Director should
write the new lesson time in the diary and initial that change. The diary is the student’s passport out of class and if the lesson is not in the diary, the classroom teacher need not let the student out of class.

**Lesson Book**
Every student should have an ongoing instrumental lesson book within which the teacher writes what she should practice every week and what they have worked on in each lesson.

**Daily Practice**
Every student should practice regularly (at least 5 times) every week and this practice should be a mix of technical work, pieces and ensemble music, as directed by the teacher.

**Soirees**
Playing for others is part of the experience of music making and each every student will play in at least one soiree each year, organized by their teacher. The soirees are held in the BEP band room on a school afternoon and parents and friends are invited to be an appreciative audience. If a teacher has only a few students they may combine with another teacher to add a bit of variety and a sense of occasion to the soiree.

If you would like to sign up for private instrumental lessons, please print pages 13 & 14 of the handbook, fill in the form below and return both pages to the band office. Please keep copies of these for your records.

Lessons are currently available on the following instruments: Flute, Oboe, Clarinet, Bassoon, Trumpet, Saxophone, French Horn, Trombone, Euphonium, Tuba, Percussion, Double Bass, Bass Guitar, Guitar, Piano, Violin and ‘Cello.

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**BEP PRIVATE INSTRUMENTAL LESSONS FORM 2013**
Please complete in consultation with the BEP Director & print clearly

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We have read and understand the “BEP Private Instrumental Lessons Information Sheet” and we would like to apply for ______________________(Student Name) to have _____________________________(Instrument) lessons with _____________________________(Teacher Name), whose contact number is ________________.

When the BEP has received our form we will contact this teacher and the teacher will be provided with our contact details. Our details are as follows:

- **Student Name:** _____________________________ **School Year:** ___________
- **Student telephone home:** ___________ mobile: ___________
- **Student email address:** _____________________________
- **Parent Name:** _____________________________
- **Parent telephone:** _____________________________ mobile:
- **Parent email address:** _____________________________
- **Parent mailing address:** _____________________________

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I understand that the 30 minute lesson fee is $36 payable directly to the teacher and that there is also a BEP membership fee of:

- ☐ $400 for concert band membership (for wind and percussion players and some others)
- Or
- ☐ $100 administration and studio fee (for piano, guitar, bass, violin or ‘cello players who are not concert band members.)

Also, percussionists and double bass players also have an extra ☐ $100 p/a fee for maintenance and purchase of the school instruments they play whilst at school unless the bass player is already paying to hire a double bass.

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**Student Signature:** _____________________________

**Parent Signature:** _____________________________ **Date:** ___________
Burwood Girls High School Ensemble Program

Instrument Hire

The Ensemble Program has a number of instruments to hire to ensemble members only at a very reasonable price. The rationale for our hiring these instruments is to make taking up an instrument affordable and accessible to BGHS students and to enable the proper balance of our ensembles. We encourage the purchasing of these instruments after a year or two of playing.

Depending upon availability we offer the following instruments: Flutes, Oboes, Clarinets, Bassoons, Alto and Tenor Saxophones, Trumpets, French Horns, Trombones, Euphoniums and Tubas.

If you would like to hire an instrument, please see the BEP Director or email her on Diana.Springford@det.nsw.edu.au to be sure that there is an appropriate one available.

Please print and fill in the following form and keep a copy for your records.

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**BEP INSTRUMENT HIRE FORM 2013**

Student Name: _________________________________________
Parent Name: ___________________________________________
Contact Number for parent: ___________________________

Please complete in consultation with the BEP Director

Instrument Type: ___________________________
Make: ___________________________
Model: ___________________________
Serial Number: ___________________________
Replacement Value: ___________________________
Condition: ___________________________

☐ Hire Fee $200 p/a or ☐ First year fee free hire (for select instruments only) or ☐ Doubling Instrument

We understand that this form is to be completed on an annual basis; that the instrument is the responsibility of the student to care for and the parent to insure and pay for if lost or damaged; that we will consult our instrumental teacher on the proper care of the instrument and that we will get it serviced or repaired if necessary while it is in our care; that the instrument must be checked at the end of each year to ensure that it is in comparable condition to when we first were given care of it.

Student Signature: __________________________________________________________
Parent Signature: ___________________________ Date: __________________

**Director’s Use Only:**

Instrument returned/ presented in comparable order:☐
☐ Instrument presented/ taken by student on the following date_________________________ Signature ___________________________

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Discontinuing Ensemble Membership or Private Lessons

If you would like to discontinue lessons or membership of any of the ensembles you’ll need to fill in this form in consultation with the Program Director and your parents. Remember that if you’re not a band or program member we can’t offer you private instrumental tuition through the program. If you are resigning from an ensemble please consider when might be an appropriate time for your ensemble as well as for yourself and consult your conductor to ascertain this—music is a team effort and leaving a hole in an ensemble can affect the music for your band mates. It’s not uncommon for people to consider that they might “take a break”; it is uncommon for those who “take a break” to return because it is a hard habit to pick up again once broken, and because one’s peers may seem to have pressed on ahead. If you’re considering leaving private instrumental lessons consider whether you’re just having a momentary slump or whether you truly want to stop. Speak with your teacher to check whether you can change the style of music you’re working on or start looking at your playing from another perspective. There are slumps and peaks in any worthwhile endeavour, just make sure you’re leaving for all the right reasons! Then print and complete the form below.

APPLICATION TO DISCONTINUE PRIVATE LESSONS/ ENSEMBLE MEMBERSHIP

Student Name: ____________________________________________
Parent Name: _____________________________________________
Contact Number for parent/ guardian: __________________________________
Email address for parent/ guardian: ____________________________________

Discontinuing Private Instrumental Lessons – please tick as completed:
I have
☐ spoken with my instrumental teacher about my intention to cease lessons.
☐ spoken with my parent(s) about this.
☐ ensured that it’s the right thing for me to do
☐ ensured that I’m completely up to date with payment of fees
☐ ensured that my parent/ guardian has given my teacher four weeks notice in writing.
My reasons to cease are (briefly): __________________________________________

Discontinuing Ensemble Membership – please tick as completed:
I have
☐ spoken with my fellow band members and my conductor/ tutor about my intentions to resign
☐ spoken with my parent(s)/ guardian about my intention
☐ spoken with the BEP director
☐ ensured that I’m completely up to date with payment of fees
My reasons to cease are (briefly): __________________________________________

Instrument Hire
☐ if I have been hiring an instrument, I have returned it in good order

Parent/ guardian signature: _________________________________ Date: ________
Member/ student signature: _________________________________ Date: ________
BEP Director Signature: _________________________________ Date: ________

Admin only: ☐ Fees checked ☐ conductors/ teachers in the loop ☐ Database adjusted ☐ Instrument returned
YEAR 7 2013 SURVEY FORM

Student Details: (Please print clearly)
Surname: ___________________________________________ Given Name: _______________________
Preferred Name: __________________________________
Primary School in 2012: ______________________________

Parent / Guardian Details: (Please print clearly)
Surname: ___________________________________________ Given name: _______________________
Email address (used regularly): ________________________________
Mailing address: ___________________________________________
Home phone: ___________________________ Mobile: ___________________________

Student Musical Information
Instrument(s) played: __________________________________________
Year(s) played: __________________________________________

My current instrumental / voice teacher is: __________________________
I have been/ am currently a member of the following ensembles/ choirs:
Ensemble name: ___________________________________________ Years: ______________________
Ensemble name: ___________________________________________ Years: ______________________
Ensemble name: ___________________________________________ Years: ______________________

2013 (For detailed information about ensembles, instrument hire and private lessons, please read the BEP Handbook, available on the BEP page of the BGHS website.)

Ensembles: I would like to apply/ audition to be a member of (please tick)
☐ CB  ☐ *TE  ☐ Stage Band/ Jazz Band  ☐ String Ensemble* ☐ Clarinet Ensemble*  ☐ Fluteloops*
☐ Brass Ensemble* ☐ Musettes*  ☐ Percussion Ensemble*  ☐ Rock Band*
* These ensembles don’t have auditions – you will be put in touch with their conductor early in 2012.

Current year 6 girls who would like to join BEP ensembles should audition after Meet the Music. We will contact you to make a time upon receiving your survey form. The audition involves playing one piece of music that shows your level (and that you enjoy playing), one scale of your choice and a small piece of sight-reading. The audition is only 6 minutes long, is for the program director only, and the results are negotiable in first term 2013. Some years, the audition process will be waivered.

Instrument Hire:
I would like to hire the following instrument for 2013: ______________________________ The BEP will contact you to confirm whether this instrument is available for hire or recommend where you may hire/ buy one if not.

Private Lessons:
☐ I would like to keep my current teacher
☐ I would like to have private instrumental/ vocal lessons at school, please contact me to arrange this.

Parent Signature: ___________________________ Date: __________________________

Office use: Audition Time: ________________ Result & Comment:
BURWOOD GIRLS HIGH SCHOOL
ENSEMBLE PROGRAM
INCORPORATING THE INNER WEST ENSEMBLE PROGRAM

BEP Rock Bands

The rock groups are tutored by Mr David Groves, Mr Jy-Perry Banks and Mr Zane Banks for weekly rehearsals over recess or lunchtime on Mondays and Wednesdays. (Each rehearsal interrupts about 10 - 30 minutes of class time and it is the girls’ responsibility in consultation with classroom teachers, rock tutor and timetable to ensure that no class is missed too often. All rehearsals must be written in the school diary and initialed by the rock tutor.) The rock bands have their own “big gig” in the hall every year and play on the band room veranda for the students at lunchtime a couple of times a year. Groups are encouraged to play covers and make their own songs and are formed according to a combination of factors such as age, taste, experience and level of technique. Current bands have been known to find themselves extra gigs at the Annandale Hotel, primary school fetes and local fundraisers.

Auditions occur twice a year and are announced in roll messages in the days before.

BEP ROCK BANDS FORM 2013
Please complete & print clearly following your audition and hand to the BEP Director or Mrs Browne.

We have read and understand the “BEP Handbook” and we would like to apply for ____________________________________ (Student Name) to be part of a rock band ___________________________ (Name of Rock Band) which rehearses on Mon/Wed at recess/lunch.

Student Name: ____________________________ School Year: ____________
Student telephone home: ________________________ Mobile: ____________________
Student email address: ____________________________
Parent Name: _________________________________
Parent telephone: ____________________________mobile: _______________________
Parent email address: ____________________________
Parent mailing address: ____________________________

I understand that each rehearsal’s fee is $___ payable directly to the tutor and that there is also a BEP membership fee of $100 per year to cover equipment purchase, facilities maintenance and ongoing administration. Fees vary according to how many members are in each band and thus vary. Rehearsal fees are payable every week whether the student attends rehearsal or not, and all weekly rehearsals are compulsory for every rock band. If you can foresee a problem with your rehearsal attendance you need to contact your tutor ASAP.

Student Signature: ____________________________
Parent Signature: ____________________________ Date: ___________________

Director only: ☐ Rock band assigned, tutor contacted, roll adjusted.
<table>
<thead>
<tr>
<th>Family</th>
<th>Instruments you could learn</th>
<th>Ensembles you might join (subject to availability and audition)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Voice</td>
<td></td>
<td>Musettes, Rock Band</td>
</tr>
<tr>
<td>Woodwind</td>
<td>Flute</td>
<td>Concert Band, Fluteloops</td>
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<td></td>
<td>Oboe</td>
<td>Concert Band</td>
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<td></td>
<td>Clarinet / Bass Clarinet</td>
<td>Concert Band, Clarinet Ensemble</td>
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<td></td>
<td>Bassoon</td>
<td>Concert Band</td>
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<tr>
<td></td>
<td>Saxophone (Alto/ Tenor/ Bari)</td>
<td>Concert Band, Stage Band</td>
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<tr>
<td>Brass</td>
<td>Trumpet</td>
<td>Concert Band, Stage Band, Brass Ensemble</td>
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<tr>
<td></td>
<td>French Horn</td>
<td>Concert Band, Brass Ensemble</td>
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<tr>
<td></td>
<td>Euphonium</td>
<td>Concert Band, Stage Band, Brass Ensemble</td>
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<tr>
<td></td>
<td>Trombone</td>
<td>Concert Band, Stage Band, Brass Ensemble</td>
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<tr>
<td></td>
<td>Tuba</td>
<td>Concert Band, Stage Band, Brass Ensemble</td>
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<tr>
<td>Fretted</td>
<td>Piano (Keyboard/ tuned percussion)</td>
<td>Concert Band, Stage Band, Percussion Ensemble</td>
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<tr>
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<td>Ukulele</td>
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<tr>
<td></td>
<td>Guitar</td>
<td>Stage Band</td>
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<tr>
<td></td>
<td>Bass guitar</td>
<td>Concert Band, Stage Band</td>
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<tr>
<td>Percussion</td>
<td>Percussion (Drums)</td>
<td>Concert Band, Stage Band</td>
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<tr>
<td>Strings</td>
<td>Violin</td>
<td>String Ensemble</td>
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<tr>
<td></td>
<td>Viola</td>
<td>String Ensemble</td>
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<tr>
<td></td>
<td>‘Cello</td>
<td>String Ensemble</td>
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<tr>
<td></td>
<td>Double Bass</td>
<td>String Ensemble, Concert Band, Stage Band</td>
</tr>
</tbody>
</table>