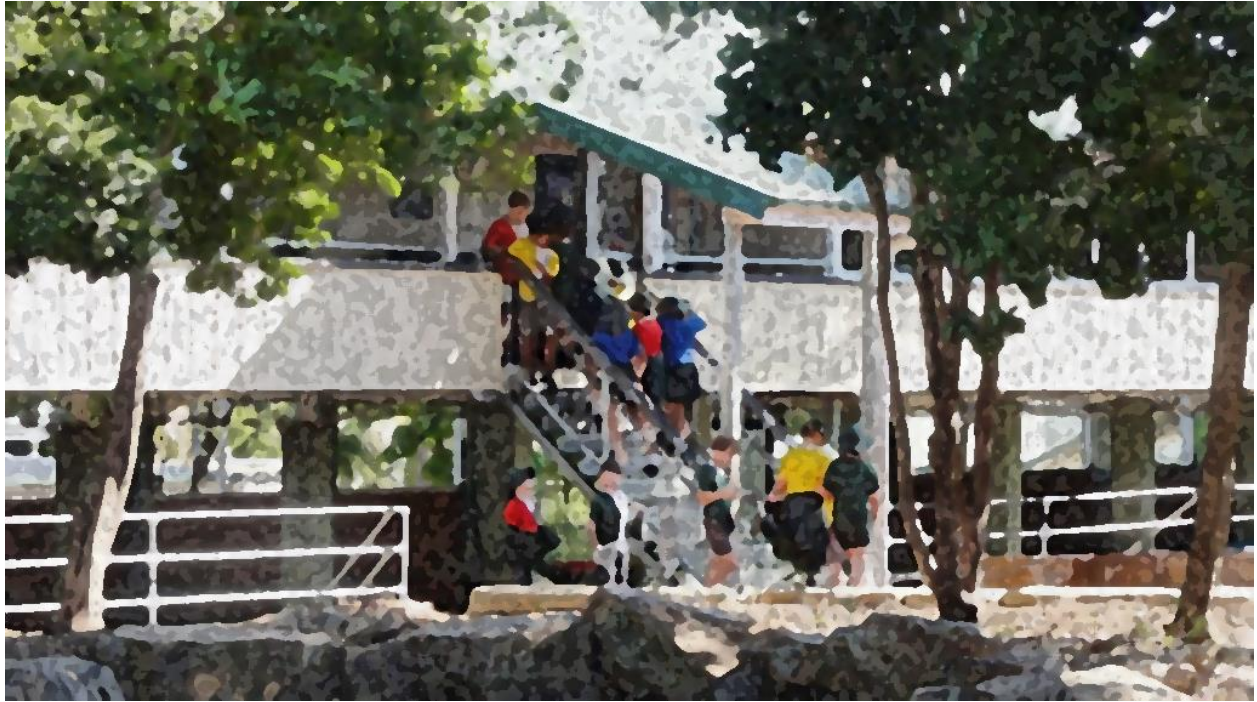




Marshall Road State School



Music Parent Handbook

Congratulations and Welcome

Welcome to the Marshall Road State School Music Program. Giving your child the opportunity to be a part of the music program here at the school is a great way of helping them to develop important lifelong skills which they will use every day for the rest of their lives. Research tells us that there are many benefits to being part of a music group.

These include:

- Creating new pathways in the brain
- Improving reading and comprehension skills
- Refining time management and organization skills
- Enhanced co-ordination
- Further development of social skills
- Developing emotional responses
- Teaches perseverance and discipline
- Relieve stress

“Students who sing in a choir or play in an ensemble must simultaneously perform a complex set of operations that call on more aspects of the human being than any other activity they face in school.”

Walter Bitner, Composer and Educator

The Music Program at Marshall Road State school offers children many opportunities for personal development through the Arts and we encourage all students to be involved in some capacity.

The curriculum features instruction in Strings, Woodwind, Brass and Percussion. It also has a well-developed choral program directed by our classroom Music Specialist.

Our program is enriched by the Music Support Group, an active subcommittee of the Parents and Citizens Association. Financial and organizational support is integral to the longevity of the program and our pursuit of musical excellence.

This handbook outlines the aims, expectations and details of the Marshall Road State School Music Program. The privilege of being part of the Music Program carries with it certain responsibilities which should be met to succeed in instrumental study so we ask that all parents read through the information provided carefully. If you require any information that has not been addressed in this handbook please speak to the music teachers directly.

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MARSHALL ROAD MUSIC PROGRAM

Education Queensland places a music specialist within each school to develop an understanding of the basic music elements and instill a love of music. Our music specialist provides thirty minutes of general music education to all students and offers students the opportunity to participate in choral singing. Further to this Education Queensland also offers an Instrumental Music Program within our school. This program provides free tuition during school hours on String, Woodwind, Brass and Percussion instruments. Ensemble experience is provided through participating in String Ensembles and Concert Bands outside of school hours or during the lunch hour. Attendance at these groups is compulsory and an integral part of the Instrumental Program.

AIMS OF THE MARSHALL ROAD MUSIC PROGRAM

The major focus of the Music Program is to develop interest and encourage achievement. It is felt that this is best accomplished by striking a balance between “performance” and “competition” – thus providing children with the opportunity to experience both. The Music teachers are responsible for identifying suitable events and competitions for the various groups to perform and enter. Often these competitions occur outside of school hours.

Children are expected to participate in all the required performances. If a child is unable to attend a performance, a written explanation must be provided by his/her parents.

Overall the Music Program aims to;

- provide opportunities for students to learn a musical instrument (including voice) via weekly group tuition and daily personal practice;
- provide opportunities for students to experience playing/singing music in large and small ensembles through weekly rehearsals;
- further develop musical and ensemble skills via performances at concerts, workshops and competitions
- provide opportunities for students to develop their musical abilities while learning concentration, discipline, social skills, leadership, independence and responsibility as members of a band, orchestra or ensemble; and
- provide an enriching dimension to enhance the existing classroom curriculum.

SCHOOL CULTURAL AND MUSIC CAPTAINS

Two Music Captains will be appointed from Year 6 students. Students are chosen for their reliability, responsibility and leadership skills. They must have shown commitment and involvement in the music program during their time at the school. Captains are elected at the end of the school year (please see the MRSS Student Leadership document).

CHORAL PROGRAM

Students who wish to participate in the choral program can do so at the beginning of each year. There is no formal audition process. Students wishing to take part in the Senior Choir do not sit a formal audition process but may be asked to sing a selected song to determine alto or soprano voices. This helps to maintain a balance when learning songs with various parts.

It is expected that once children have chosen to be in the choral program they adhere to the rehearsal schedule, turning up to all rehearsals where possible. We ask that you provide a note for student absences. Students who continually miss rehearsals will be notified and may miss out on performances.

Choirs

Junior Choir	For students in Years 2 and 3
Senior Choir	For students in Years 4, 5 and 6

Choirs may be given opportunities to perform at community events, competitions and school based events. Choirs may be required to practice either before school or during the playtime, usually once a week. Rehearsals are in the Music room.



INSTRUMENTAL MUSIC PROGRAM

The Instrumental music program offers **extension music** lessons for selected students in Years 3-6. Students are selected for the program according to various criteria – the student’s keenness to learn, the student’s ability to cope with missed work from the general classroom, musical aptitude, classroom music knowledge and skills, physical characteristics pertinent to a particular instrument, available vacancies for a balanced ensemble, commitment of student and parent to daily practice and to regular attendance at lessons, rehearsals and performances.

At Marshall Road State School, tuition is provided on string, brass, woodwind and percussion instruments. Selected students can join EITHER:

STRINGS – Years 3 - 6

or

BAND – Years 4 - 6

Students enter the program in either Year 3 or Year 4 and are **expected to continue on their chosen instrument until the end of Year 6**. Instruction takes place as a group lesson of one half hour / week in school time. Students are expected to make up missed class work in their own time or balance their learning tasks across the course of the school day.

Important - If your child accepts place in the strings program they are then ineligible to join the Band Program. They are not able to withdraw from the strings program to later join the band program.

Selection of Students into the Program

Unfortunately, not all students who may wish to participate in this program can be accommodated. It is necessary therefore, to operate a selection process for admission to the program. This in turn, ensures balance to each ensemble.

Based on the size of the school, Education Queensland allocates time for instrumental music instruction. Allocation is as follows:

- | | |
|-------------------------------------|-------------------|
| ➤ Strings: | 1 day per week |
| ➤ Band (Woodwind/Brass/Percussion): | 1.5 days per week |

Places available for recruitment each year also depends on a number of factors:

- number of suitable students at the school
- instrument selection to ensure the formation of a balanced ensemble
- the ability to accommodate students with their own instrument and desire to take lessons

Selection of new instrumental music program participants occurs in Semester 2 of Years 2 and 3. To maintain a cohesive group, children are not started at other times during the year or at other year levels, except under special circumstances. (Refer to section “*Policy for Students New to the School*”)

The selection procedure is as follows:

- Completion of a music aptitude test for all students in year 2 and 3;
- Student profiles created in collaboration with class teachers. This involves the student’s ability to cope with missed work from the general classroom;
- Classroom music results – results of student learning and behavior during classroom music lessons is considered.
- Physical suitability testing completed by the Instrumental Music Teachers. Physical characteristics pertinent to a particular instrument – students are assessed on a range of attributes including physical build, preference for high or low pitched instruments, fine and gross motor ability, hand/eye co-ordination and embouchure.
- instruments allocated based on all data and first round of offers sent to parents;
- first round of offers including preference, acceptance into the program and Parent Information Session sent home.
- Second round of offers is compiled and parents contacted only if a position exists;
- attendance at Recruitment Information Session by parent and child;
- Contract of Commitment, Loan Form and payment of levies returned to school by due date. All positions confirmed and recruitment completed.

Under Education Queensland’s policy, children who have already successfully gained a place in the Strings Program commencing in Year 3 cannot be offered a place in the Band Program. Therefore, should a child be particularly keen to play a Band instrument (from Year 4), but has been offered a place in the Strings Program (from Year 2), there may be merit in making the choice to forego entry into the Strings Program, thus greatly increasing their chances of an offer into the Band Program at the end of Year 3. However, please note that a declined offer of a strings placement does not guarantee an automatic placement into the Band Program. The student will need to undergo the same testing procedure in Grade 3 before a place is potentially offered.

Policy for New Students to the School

Any child coming to the school midyear, who has not had the opportunity to learn an instrument before will be tested in the Year 2 and Year 3 intake. Year 4 and above will be eligible for Concert Band instruments, Year 3 will be eligible for String instruments. Note that this procedure applies to first round offers which are held at the end of the year that the child new to the school comes to Wellers Hill.

Any child coming to the school from another state school who has already been in an Instrumental Program will be allowed to enter the program, provided there is a suitable instrument (in applicable) and position available in the program for their instrumental level.

Any child coming to the school after offers have been distributed and would like to join the program, will have to do the above-mentioned test. This will only be carried out if places are still available.

A child who declined a first-round offer in Year 2 to preferably learn a Concert Band instrument, will be tested again in Year 3. Again, there is no guarantee of placement in Year 4.

Unless there are exceptional circumstances, children will remain in the music group that is appropriate to their year level. A change in tuition level is at the discretion of the instrumental music teacher.

Instruments Available to Learn

Tuition is provided by Education Queensland for the following instruments:

Strings	Violin, Viola, Cello, and Double Bass
Woodwind	Flute, Clarinet, Bass Clarinet, Alto and Tenor Saxophone
Brass	Trumpet, Trombone, French Horn, Euphonium, Tuba
Percussion	Mallets, Drums, Timpani and auxiliary percussion (including Xylophone, Glockenspiel, Snare Drums, Tom Tom Drums, Bass Drum, Cymbals, Triangles, Tambourines Temple Blocks etc.).

STRINGS INSTRUMENT LOANS

A limited number of school instruments are available for loan. Parents enter into a loan agreement with the school to borrow a school instrument. Please see below for who is eligible and the length of time that students are able to loan a school instrument.

- **Violin and Viola** (one year loan) – available for loan while the student is in Year 3. Parents must supply their own instrument from Year 4.
- **Cello** (two year loan) – available for loan while the student is in Years 3 and 4. Parents must supply their own instrument from Year 5.
- **Double Bass** (annual loan) – available for loan each year from the school.



If you are purchasing or acquiring your own instrument – please speak with instrumental teacher before you buy a second-hand instrument.

BAND INSTRUMENT LOANS

A limited number of school instruments are available for loan. Parents and caregivers enter into a loan agreement with the school to borrow a school instrument for band. Please see below for who is eligible and the length of time that students are able to loan a school instrument.

Year 4 parents and caregivers enter into a loan agreement for the first year of learning only on the following instruments: **clarinet, flute, trumpet, trombone or percussion**. Parents and caregivers are expected to purchase or acquire their own instrument before the beginning of the second year of learning (Year 5) – please speak with Instrumental teachers before you buy a second-hand instrument.

Woodwind: **bass clarinet/ alto saxophone/ tenor saxophone/ baritone saxophone** – annual loan (available for loan each year: Years 4-6)

Brass: **French horn/ baritone/ euphonium/ tuba** – annual loan (available for loan each year: Years 4-6)

Percussion - use school instruments at school but must also purchase some practice equipment for home (glockenspiel mallets, drum sticks, practice pad).

INSTRUMENTAL MUSIC LEVIES

All students are required to pay a levy that of \$40 to cover the cost of running the Instrumental Program (copying, sheet music and general equipment needed). The loan of school instruments incurs an additional annual Service Levy of \$80. All percussion students also pay the \$80 Service Levy to cover the maintenance of larger percussion instruments used in lessons and rehearsals. If your child has their own instrument they do not pay the \$80 levy but will still be required to pay the general \$40 levy.

Invoices are issued to students at the start of the school year and students are not able to take the instrument home until the Levy is paid. The Service Levy contributes to the cost of service and repair of school instruments. The instrument remains the property of the school. Please contact the Music Coordinator to check instrument availability or discuss financial arrangements.

DAMAGE OR LOSS

School loan instruments are not covered by insurance. In the event that a school instrument is damaged, lost or stolen parents and caregivers are liable for the cost of repair or replacement. **If an instrument is damaged do not attempt to repair it.** Take the instrument to your instrumental music teacher and they will assess what repairs are needed. Any repairs will be performed by the school's preferred repairer.

Personal instruments are also not covered by a school insurance policy. Personal instruments are the responsibility of students and parents or caregivers. The school holds no responsibility for damage or loss occurred in relation to personal instruments. They should be clearly marked with the student's name and contact details. **It is recommended that parents consider listing instruments on their own home and contents insurance policy.**

CORRESPONDENCE

Communication between students, parents and teaching staff is vital to successful learning and music-making.

All string and band students have a practice book and tutor book in which they record daily practice and information from lessons. Parents are asked to provide their email address at the start of the year as this will be the primary method in which the strings teacher communicates with parents regarding upcoming concerts and other important events.

Information relating to the Instrumental music program is published in the school's digital fortnightly newsletter. Letters and emails are sent home with further information regarding performances, excursions or camps prior to the event. All excursions require medical and permission forms to be signed, and invoices are issued for all financial transactions. Please check with your child for notes that have been sent home. Reminders will be sent via email and notes will also be posted on the school website and Facebook page:

<https://marsroadss.eq.edu.au/Extracurricular/Music/Pages/Music.aspx>

Please contact your child's instrumental teacher or the music coordinator for any query regarding the Instrumental music program. Maintaining communication between students, parents/caregivers and staff is vital to your child's music success.

At the first sign of disengagement we ask that you contact your child's instrumental teacher. In many instances there are quick resolutions to engagement if they are dealt with promptly. Your instrumental teacher is your first point of contact. Please make a time to speak to them or send them an email with any queries.

In the event that a student wishes to leave the program we ask that parents and student attend an interview with the Instrumental Teacher and Music Coordinator. At this meeting a plan of action is developed to assist the student in re-engaging with the program. This plan is usually implemented over a term, then at the end of the term the student, parent, Instrumental teacher and Music Coordinator may meet again, if necessary. A verbal or written note advising of withdrawal will not be accepted. Discontinuance of a student is a decision only the Principal can make.

Contacts for Parents and students

MUSIC CO-ORDINATOR	Mrs Luisa Battye – lbatt40@eq.edu.au Head of Teaching and Learning
CLASSROOM MUSIC SPECIALIST	Mr Sean Metcalffe – smetc2@eq.edu.au
BAND	Mr Tony Bryer – tbrye6@eq.edu.au
STRINGS	Ms Margaret Caley - macal0@eq.edu.au
SCHOOL PHONE	3422 8222
SCHOOL FAX	3422 8200
MUSIC SUPPORT GROUP EMAIL	Music@marsroadss.eq.edu.au

Reports

Reporting for Instrumental music occurs each semester in student report cards. If you have any questions or concerns between these two formal reporting times, please contact your child's instrumental teacher.

INSTRUMENTAL MUSIC COMMITMENT

Please see below for expectations in relation to entering the Music Program

Student's agree to

- attend all lessons, ensemble rehearsals and performances on time;
- practice regularly (approximately 20 minutes x 5 days per week);
- care and maintain my instrument and replace accessories;
- bring method book, pencil, folder and instrument to all lessons, ensemble rehearsals and performances; and
- assist with the setting up and packing up of ensemble equipment.
- fully understand that my place in the program is an honour and I will fulfil my commitment.

Parent and Carers agree to

- support my child in his/her regular home practice;
- support my child in honouring this agreement;
- support my child in attending all performances and events;
- ensure my child attends rehearsals on time each week; and
- advise the Instrumental Teacher of child absence prior to lessons, rehearsals and performances.

The school agrees to:

- Provide tuition for the duration of the school year.
- Review the student's continuation in the program at the end of each school year.
- Parent requests for termination of tuition may be made at the end of a school year in extenuating circumstances.
- Provide leadership opportunities to senior students.

In exceptional circumstances, the Principal, after consultation with the Music Co-ordinator, may exclude students from tuition if they do not make steady progress either through lack of practice, attendance or commitment, including not attending rehearsals and performances.

Ensembles and Rehearsal Times

All Instrumental music students are expected to participate in ensemble when they are ready for this next level of learning. Instrumental teachers will invite students to join the appropriate ensemble when applicable.

Ensemble experience is provided through the formation of concert bands, orchestras and other ensembles. Rehearsals times for ensembles will be advertised in the school newsletter.

Marshall Road State School's ensembles for 2021 are:

Junior Strings – for string students in Year 3-4 (Semester 2)

Senior Strings – for string students in Years 5-6

Junior Band – for band students in Year 4 or the first year of instruction

Senior Band – for band students in Years 5 & 6

All rehearsals take place in Performing Arts Centre. Instrument cases and school bags should be left in an orderly fashion along the wall outside the doors to the hall. Leaving instruments inside the PAC hallway creates a workplace health and safety problem. Students are expected to help set up and pack away equipment and parent help before or after rehearsal is greatly appreciated.

Please be aware that it is not appropriate to drop younger siblings at early morning rehearsals. The instrumental music teacher is not responsible for their supervision.

HINTS FOR SUCCESSFUL PRACTICE

Follow the hints to make your practice time more enjoyable and more successful.

1. Find a place to play where you won't be disturbed.
2. Place your music on a music stand or in a position where you can play comfortably.
3. Start with something you can play well and enjoy.
4. Practice some exercises for a few minutes.
5. Now work on the new piece or the difficult piece from your last lesson.
 - (a) Play the piece right through slowly.
 - (b) Start at the beginning again. When you come to a difficult bit: STOP - decide which notes are giving you trouble and play them slowly over and over again. Don't play them faster until you can do them easily.
 - (c) Do the same with any other difficult bits in the piece.
 - (d) Play the whole piece through again quite slowly.
 - (e) Play the whole piece through at the proper speed or at a speed you can manage.
6. Now work on a piece you know quite well but would like to know better. Listen critically to the sound you are making and try to play as beautifully as possible.
7. Reward yourself for your good work by ending with your favourite piece.
8. Fill in the practice record for the day

IF YOU ARE HAVING TROUBLE

Are you sure you know the notes? Check the back of your book.

Do you understand the timing? Take time to work these things out and if you still don't understand, ask for help at your next lesson.

BAND PRE-REQUISITES

All Band Students will require the following for their first music lesson.

🎵 Tutor book – **ACCENT ON ACHIEVEMENT** Book 1 for applicable instrument.

🎵 Music stand

Please purchase the items for your child's instrument.

Flute	1 large handkerchief (from home) to be used for cleaning 1 polishing cloth
Clarinet & Bass Clarinet	4 x size 2 reeds 1 Reed guard (to hold 4 reeds) 1 Cleaning swab and cork grease
Saxophone (Alto & Tenor)	4 x Size 2 reeds 1 Reed guard (to hold 4 reeds) 1 Cleaning swab and cork grease
Trumpet	1 bottle valve oil 1 polishing cloth
French Horn	1 bottle rotary valve oil 1 polishing cloth
Trombone	1 tube slide cream 1 very small spray bottle (from home) 1 polishing cloth
Baritone/ Euphonium/ Tuba	1 bottle valve oil 1 polishing cloth
Percussion	(Accent on Achievement: <i>Combined</i> Percussion Book 1) Percussion pack which includes one set of drumsticks (size 5A), practice pad, glockenspiel mallets

Other Incidental Costs

A number of incidental items are required for band tuition. These costs are met by parents/caregivers and include:

- music stand
- Tutor book
- reeds, reed guards
- cork grease
- valve/rotor oil, slide cream
- cleaning cloth

- black shoes
- bottle green hair accessories

Uniforms

The music uniform is required for all performances:

- music shirt (available from the Uniform Shop)
- long black trousers
- black socks

STRINGS PRE-REQUISITES

All string students will require the following for their first music lesson.

ALL STRINGS STUDENTS

- 🎵 Tutor book – **Essential Elements 2000** Book 1 for applicable instrument.
- 🎵 Music stand
- 🎵 Pencil and eraser
- 🎵 Music bag / folder for all books and sheet music to be stored in
- 🎵 Smart Music subscription - available from Binary Designs <http://www.binarydesigns.com.au/> (recommended to assist with home practice, but optional)

Please purchase the items for your child's instrument.

Violin

- 1 soft, lint free cloth to be used for cleaning
- 1 violin rosin
- 1 pinky rest
- spare strings (purchased as required)

Cello

- 1 soft, lint free cloth to be used for cleaning
- 1 cello rosin
- 1 cello rock stop (for the endpin)
- spare strings (purchased as required)

Double Bass

- 1 soft, lint free cloth to be used for cleaning
- 1 double bass rosin
- 1 double bass rock stop (for the endpin)

Other Incidental Costs

A number of incidental items are required for tuition. These costs are met by parents/caregivers and include:

Instrumental Strings

- music stand
- Tutor book
- rosin
- spare strings
- cleaning cloth

Uniforms

The music uniform is required for all performances:

- music shirt (available from the Uniform Shop)
- long black trousers
- black socks
- black shoes
- bottle green hair accessories

CAMPS

Band

Beginner band students in Year 4 are invited to attend the Southside Junior Camp at the end of Term One. All instrumental students in Year 6 have the opportunity to attend the Southside Senior Music Camp which is generally held at the end of Term Three. Selection is by nomination through Instrumental music teachers and the offer of a position is determined by the Music Resource Centre.

Strings

All strings students in Year 4 are invited to attend the Southside Beginner Strings Camp at the end of Term Two. All strings students in Year 6 have the opportunity to attend the Southside Seniors Camp at the end of Term Three.

Medical and permission forms, detailed camp information and invoices are sent home prior to each event. Attendance is during school hours each day. To keep camp costs to a minimum, parents are asked to arrange transport for students and provide lunch each day. Camps always end with a free group concert – family and friends are welcome to attend.

CONCERTS AND PERFORMANCES

Music is a performance art and one of the aims of the Instrumental music program is to perform.

All members of the ensembles are expected to attend all rehearsals and be available for all performances. A successful performance relies on the expertise of each student – you must be able to play your part. Attendance at performances is mandatory – the group's performance relies on a balanced ensemble and every student is required.

Details regarding performances will be advised in the school newsletter – please make sure you read the Music Notes each week with your child. For performances outside the school, letters will be sent home with students. Please check for permission notes which need to be signed and returned.

In lessons, students learn how to play on their instrument; in rehearsals, students practise their ensemble music. At home, students prepare for performances by:

- practising how to play their instrument – reading notation, producing the best sound
- practising their music for ensemble. This music is not learnt during rehearsal – rehearsal is for the ensemble to learn how to perform the repertoire for an audience
- maintaining their music uniform – a clean, neat music shirt, long black trousers in good condition, black socks and shoes, and selecting appropriate colours for hair bands (green, white or black)

Family and friends are encouraged to attend as many performances as possible. Your interest and support is invaluable. In return, our performances are the way we acknowledge you and the way we share this love and language of music.

MUSIC SUPPORT GROUP

For a number of years, the instrumental music program has been supported by the Music Support Group. This group has raised funds to purchase additional instruments to expand the instrumental program and they have also provided physical assistance to music teachers with the coordination of concerts, tours and external performances.

The Music Support Group is a sub-committee of the Parents and Citizens Association and its membership has traditionally been parents of instrumental and choir students. Interested parents should contact the President of the Marshall Rd State School Parents and Citizens Association for further information.”

Positions on the Music Support Group committee include:

President – responsible for overseeing the group’s activities, reporting to the P&C, and liaising with the school’s Music Coordinator.

Vice-President – provides support for the President, shares duties where applicable, can take on President’s office if necessary.

Treasurer – responsible for the group’s accounts and financial activities.

Secretary – responsible for taking and distributing minutes of meetings, general correspondence, and mail.

Concert Convener – in liaison with the Music Coordinator, helps co-ordinate school music concerts (June and November).

Uniform Shop Coordinator – selling uniforms, ordering stock and ensuring students are correctly attired prior to Competitions and Performances – uniforms can be sold before and after parade each Friday or close to performance dates. Donations of second-hand shirts, trousers and shoes are always welcome.

Easter Raffle Coordinator – organizes a raffle in Term 1 each year as a major fund-raiser.

Music Support Group members may fill other positions as required and be requested to provide general support at concerts, excursions, fund-raising activities.

Family and friends of students in the co-curricular Music program are strongly encouraged to participate in the Music Support Group’s activities. Please contact the Music Coordinator for further information.

