

West End State School

An Independent Public School



Music Program Handbook

2022-2023



Empower every student to
achieve their personal best to
make the world a better place.



Contact Information

Email is our most efficient course of communication.

Band (Junior & Senior) <i>Brass, Woodwind, Percussion</i>	Band@westendss.eq.edu.au
Strings (All) <i>Violin, Cello, Viola, Double Bass</i>	Strings@westendss.eq.edu.au
Choir (Junior & Senior) <i>Instrumental Music Coordinator</i>	Choir@westendss.eq.edu.au

The latest information regarding music at WESS is emailed home to parents in the school newsletter. Therefore, it is important that families provide WESS with their current email and contact information.

Details on upcoming concerts and events can be found in the school newsletter and on the school website:
www.westendss.eq.edu.au.

Policy Owner and Document History

Policy Owner	West End State School		
Document History	Date	Approved By	Due for Review
Version 1.0	15 August 2017	West End State School Council	2020
Version 1.1	14 February 2018		
Version 1.2	17 July 2018		
Version 1.3	30 October 2018		
Version 1.4	8 November 2018		
Version 2.0	3 December 2018		
Version 2.1	18 July 2019		
Version 2.2	29 January 2020		
Version 2.3	10 September 2020		
Version 2.4	November 2020		
Version 2.5	August 2021		
Version 3.0	9 September 2021	West End State School Council	2024
Version 3.1	17 August 2022		
Version 3.2	25 January 2023		
Version 3.3	23 February 2023		

The information contained in this handbook is intended to be a guide to the many aspects of the West End State School Music Program. Although all relevant information is included at the time of printing, dates will vary from year to year and updates will be given via letter, email or the WESS website.

Contents

Contact Information	2
West End State School Music Program	4
Goals.....	4
Instrumental Music	5
WESS Instrumental Music Program.....	5
Instruments Available for Tuition.....	6
Fees and Charges.....	6
Obtaining an Instrument	8
Purchasing an Instrument	8
Instrumental Music Group Information	8
Rehearsal Schedule	9
Performances	9
Commitment and Participation	10
Attendance Protocol.....	10
Absentee Protocol	11
Lesson Timetabling.....	11
Practice Expectations	11
Music and Music Folders	11
Student Assessment	11
Instrumental Music Uniforms.....	11
Instrumental Recruitment Process.....	12
Choir.....	13
Senior, Middle & Junior Choirs.....	13
Recruitment.....	13
Commitment and Participation	13
Fees and Charges.....	14
Performances	14
Performance Uniform.....	14
Classroom Music	15
Curriculum	15
Student Assessment	16
Community Links	16
External Providers	16
Appendix 1 - Instrument Hire Form	17
Appendix 2 - Specific Instrument Requirements.....	19
Appendix 3 - Local Musical Instrument Retailers.....	20
Appendix 4 - Annual Events Calendar	21
Appendix 5 - Annual Recruitment Calendar	22



West End State School Music Program

Music is a fundamental form of expression, both personal and cultural. It enables children to express and interpret ideas, be creative, and respond to and value others' contributions.

West End State School offers many opportunities for students to be involved in music. In addition to Classroom Music, our Music Program offers opportunities for students to participate in choirs and access tuition in the Instrumental Music Program (IMP) - strings, woodwind, brass and percussion instruments.

Students who undertake tuition in the IMP at WESS are required to join a performance group. Currently WESS has two bands, two string ensembles and three choirs. The proficiency level of the musical groups ranges from beginner through to advanced.

The West End State School Music Program offers the students many exciting opportunities to develop as a young musician and as an academic and social person. Learning an instrument in a program such as ours develops in students many qualities that will help them in their everyday school activities and classes. Students will learn self-discipline, problem solving skills and commitment. They will develop advanced social skills, as they will be interacting with students of all ages in achieving a common goal. Research indicates that students participating in music programs achieve higher results in academic areas and are better able to cope with the pressures of everyday life. At WESS, Music is a valued learning area within the arts curriculum providing students with wonderful and uplifting experiences as they participate across the wider curriculum area.

Reference: *How Arts Education Makes a Difference: Research examining successful classroom practice and pedagogy* (2016) edited by Josephine Fleming, Robyn Gibson and Michael Anderson, Routledge Abingdon, Oxon; New York, NY.

Goals

The West End State School Music Program Goals are to:

- Nurture an enjoyment and understanding of music through hands-on music-making.
- Give students the opportunity to appreciate, play and create music both independently and collaboratively.
- Provide opportunities for students at all levels to prepare and participate in performances for an audience.
- Develop a lifelong appreciation of music as both participants and consumers.
- Develop musical, social and leadership skills through the participation in the WESS Music Program.



Instrumental Music

WESS Instrumental Music Program

The Department of Education (DOE) Queensland State Schools [Instrumental Music Program Policy](#) governs the WESS Instrumental Music Program, and should be read in conjunction with this WESS Music Program Handbook. Instrumental Music is a regional service, delivered through clusters of secondary schools and feeder primary schools. Region (DOE) allocates staffing to schools taking into account their available resources and the needs for reasonable circuits for instrumental teachers.

Policy statement

The Queensland State Schools Instrumental Music Program is a comprehensive tuition program in which students learn orchestral or band instruments. It provides an extra dimension to a school music program ensuring that educational outcomes are maximised for all students taking full account of individual circumstances such as their location, gender, socioeconomic situation, language and cultural background, and any impairment and special talents they may have. It provides the opportunity for musical development of students through instrumental instruction on a group basis and ensemble experience so that students develop ensemble performance skills as an integral part of their music education.

Principles

The Queensland Instrumental Music Program is a comprehensive tuition program in which students learn orchestral or band instruments through instruction on a group basis.

The instrumental program seeks to extend a student's experience in music through group lessons and through participation in full orchestra, string orchestra, concert band, stage band or other associated chamber ensembles. Students in the Instrumental Music Program have at least 2 contact periods per week, one in a group instrumental lesson and at least one in an ensemble rehearsal.

The program of instrumental music instruction is organised where possible to operate on a pyramid structure: a secondary school at the peak with the feeder primary schools at the base. In most cases, an instrumental music teacher's/instructor's itinerary consists of one or 2 secondary schools and a number of feeder primary schools.

The minimum number of students per instrumental music teacher/instructor group will be no fewer than 3 and the maximum group size will not exceed 10 students. Under no circumstances should students be taught individually.

All instrumental music students are required to have a group lesson and, when musically ready, an ensemble rehearsal each week. The ensemble experience is provided through the formation of school concert bands, orchestras and other ensembles. All instrumental music teachers/instructors are expected therefore to form and encourage the development of ensembles such as orchestras, concert bands and other ensembles. Responsibility for the conducting of such ensembles may be decided upon at the school level through consultation. Ensembles perform regularly within the school and at outside concerts and competitions.

Ensemble repertoire should encompass a wide variety of styles. The major criteria for selection of ensemble repertoire should be musical quality and educational and pedagogical value.

The duration of a lesson should be not less than 30 minutes and is normally one school period or half a school period in secondary schools and 30 minutes in primary schools. Student lessons should normally be timetabled on a rotation pattern. This is intended to minimise loss of class time in any one particular subject.

Students in Years 4-12 (woodwind, brass and percussion) or in Years 3-12 (strings) are eligible to be considered for enrolment into the instrumental program. Students are selected in accordance with the school's policy taking into account the balance of the ensemble program, the available time allocated to the school, and the suitability of the student. Factors influencing the student's suitability include musical and physical aptitude for the instrument, ability to maintain regular, self-directed practice, and commitment to an ensemble. The final decision on selection is made by the principal.

For more information:

<https://education.qld.gov.au/curriculum/stages-of-schooling/instrumental-music-program>

<https://www.qld.gov.au/education/schools/information/programs/musicandarts/music>

Instruments Available for Tuition

West End State School has an Instrumental Music Program (IMP), which provides tuition in woodwind, brass, percussion and string instruments. The Strings Program involves students in Years 3 – 6 and the woodwind, brass and percussion program involves students in Years 4 – 6.

BAND PROGRAM Years 4-6			STRINGS PROGRAM Years 3-6
WOODWIND	BRASS	PERCUSSION	STRINGS
Flute	Trumpet	Students learning percussion commit themselves to learning a variety of instruments, and rotating their playing with different musical numbers. Percussion involves learning all of snare drum, bass drum, xylophone/ glockenspiel and auxiliary percussion including triangle, shakers, tambourine, cymbals and a variety of other interesting instruments. It rarely involves the use of a “drum kit”.	Violin
Clarinet	Trombone		Viola
Bass Clarinet	Euphonium		Cello
Alto Saxophone	Tuba		Double Bass
Tenor Saxophone	French Horn		
Baritone Saxophone			

Beginner players commence tuition in Year 3 for Strings and Year 4 for Band. Joining the IMP after initial intake and for new enrolments is on an application basis, if positions are available, and must address the balance of ensembles.

Fees and Charges

Instrumental Music Levy

Although there is no charge for lessons, all students involved in the IMP are required to pay an annual Music Levy of \$55. This levy goes towards buying music and supplies, photocopying music for specific instruments as per Australian Copyright conditions, entry fees to music festivals, and other administration costs.

The annual Music Levy and Instrument Hire Fee (see below), if applicable, is to be paid by Week 2, Term 1 of each year. The Instrumental Music Levy applies for the year. There is no pro-rata adjustment made for late enrolment in the Instrumental Music Program. Please note that no refunds will be given in the event that a student wishes to discontinue their instrumental lessons during the semester. The annual Music Levy must be paid before students can attend lessons or loan a school instrument.

Instrument Hire Fee

There is an annual hire fee of \$200, to hire a school owned instrument. This is also payable by Week 2, Term 1. This hire fee is to cover to the cost of repairs and services to the instrument, which are carried out each year. Please note: Families will be required to pay the fee and complete the Queensland Government EQ11 External Request for Equipment form before receiving the instrument.

See *Appendix 1 - Instrument Hire Form* for the Queensland Government External Request for Equipment EDQUIP EQ11.



Instrument and Accessory Information

Students will be required to purchase equipment and accessories specific to their instrument:

- **METHOD BOOK:** The IM teacher will keep students informed as to what book is needed for their instrument.
- **OTHER REQUIREMENTS:** Depending on the instrument selected, parents will need to purchase various other miscellaneous items. Some of the items are compulsory to make the instrument function (for example: reeds for a clarinet or a saxophone), while others are highly recommended to prevent damage to the instrument and keep it in working order. Each student must have their own foldable music stand. This music stand will be used at home for practice.
- **CLEANING KIT:** Instruments need to be kept in good order to play well. Each student will therefore need some cleaning/maintenance equipment for their instrument.

Appendix 2 - Specific Instrument Requirements lists the accessories and items necessary for each instrument.

Additional Costs (optional)

There is also the opportunity to attend district music camps which are non-residential and not compulsory, but a great way to gain experience in performing and meeting musical students from other schools. These costs vary from camp to camp and year to year. The Instrumental Music Teachers advise of dates and details as they arise.

Students in Financial Need

Students/Families who may have difficulty paying the Instrument Hire Fee and/or Instrumental Music Levy due to genuine financial hardship are invited to contact the WESS Business Manager to make a confidential application for special consideration. All applications are treated as strictly confidential and will be considered separately on the basis of individual need.

PLEASE ENSURE THAT INSTRUMENTS AND ALL EQUIPMENT ARE VERY CLEARLY MARKED WITH YOUR CHILD'S NAME BEFORE THEY BRING IT TO SCHOOL.

IT IS ALSO RECOMMENDED THAT INSTRUMENTS ARE ADDED TO YOUR PERSONAL HOME AND CONTENTS INSURANCE, AS FAMILIES ARE RESPONSIBLE FOR LOST OR STOLEN INSTRUMENTS.



Obtaining an Instrument

Many instruments, but not all, may be hired from WESS, as outlined below:

<p>For children wishing to play:</p> <ul style="list-style-type: none"> • Bass Clarinet • Baritone/Euphonium • Tuba • Baritone Saxophone • Tenor Saxophone • Double Bass • French Horn 	<p>It is <u>highly likely you will be able to hire a school-owned instrument</u> from WESS on a long term (three years) borrowing contract. Again, this depends on the availability and allocation of these instruments by the school. Alternatively you can provide your own instrument through outright purchase, hiring, or hire purchase from a music supplier.</p>
<p>For children wishing to play:</p> <ul style="list-style-type: none"> • Flute • Clarinet • Alto Saxophone • Trumpet • Trombone 	<p>There are <u>some school-owned instruments</u> in this category that are available to hire for one year only. The school's policy is that you will then provide your own instrument, which can be obtained through outright purchase, hiring, or hire purchase.</p> <p>Alternatively, you may already have an instrument of this nature in your possession. Please ask the Instrumental Music Teacher for advice.</p>
<p>For children wishing to play:</p> <ul style="list-style-type: none"> • Violin • Viola • Cello • Percussion (sticks, glockenspiel, drum pad) 	<p>There are <u>no school owned instruments</u> in this category, so these instruments need to be purchased from a music supplier.</p> <p>These string instruments are sized individually for each child and may need to be replaced every 12 months (on average), as your child grows. On average, Year 3 students will require a half size instrument.</p> <p>For percussion, each child will need to purchase their own sticks, small glockenspiel and drum pad.</p>

Purchasing an Instrument

Please note:

The price and quality of an instrument can vary greatly, and the Instrumental Music (IM) Teachers may advise you on various aspects of what the best choice may be for your child.

If you are planning on purchasing an instrument, **please** do so in consultation with your child's IM teacher. We strongly recommend that you **do not** purchase instruments sight-unseen from the internet, or buy the first instrument handed to you at a music store. Arranging to try at least 2 or 3 instruments of the same model before making a final decision is advisable.

Please contact any of our IM teachers with your questions on purchasing a new or second hand instrument. It is more beneficial to make sure that your purchase will provide your child with an instrument that will be easy to play, plays in tune and will not have mechanical difficulties. Cheap models are often made of inferior materials that do not play in tune and break easily. Many instrument repairers will not even attempt to repair the instruments, as they are unable to guarantee the workmanship. There are also fake models on the internet that profess to be well known and respected brands.

A limited number of music retailers can be found at *Appendix 3 - Local Musical Instrument Retailers*.

Another option, depending on your child's instrument of choice, may be to hire an instrument through a music supplier.

Instrumental Music Group Information

Junior Band

Junior Band is for students who are in their first year of learning a woodwind, brass or percussion instrument and involves students in Year 4. The Junior Band start rehearsing in Term 2, Week 1.

Senior Band

Senior Band is compulsory for continuing woodwind, brass and percussion students. It caters for students who have reached an appropriate level of performance and usually involves students in Years 5 and 6. The Senior Band start rehearsing in Term 1, Week 3.

String Orchestra

The String Orchestra is compulsory for continuing string students. It caters for students who have reached an appropriate level of performance and usually involves students in Years 4 - 6. The String Orchestra starts rehearsing in Term 1, Week 3.

Students in Year 3 in their first year of playing their string instrument, start rehearsing with the String Orchestra in Term 4, Week 1.

Senior String Ensemble (Advanced only)

Senior String Ensemble caters for students who have reached an appropriate level of performance and usually involves students in Years 5 - 6. The Strings Ensemble start rehearsing in Term 1, Week 3.

Rehearsal Schedule

WESS Instrumental Ensemble Schedule

The current rehearsal schedule at WESS for music ensembles is below and varies from year to year.

DAY	TIME	ENSEMBLE	Venue
Tuesday	7.25-8.20am	Senior Band	PAC Auditorium
Wednesday	7.25-8.20am	Junior Band (Year 4s)	PAC Auditorium
Friday	7.30-8.20am	Strings Ensemble (Year 3 students not required)	PAC Auditorium

Performances

See *Appendix 4 - Annual Events Calendar* for a list of all scheduled performances that usually occur each year.



Commitment and Participation

INSTRUMENTAL MUSIC ENROLMENT COMMITMENT

Students are required to:

- Participate in one ensemble and attend a weekly group lesson.
- Have the required equipment for lessons and ensembles.
- Be committed to the program **for the duration of their time at West End State School.**
- Wear the correct uniform for all performances.
- Practice for the required amount of time. Their Instrumental Music Teacher and/or ensemble director will establish this expectation.
- Attend **all rehearsals, lessons and performances/concerts.**
- Be punctual to all Instrumental Music activities and bring all of the necessary equipment. If you are absent from a rehearsal or a lesson, then a note or email explaining your absence will be required from your parent/carer (see Attendance and Absentee Protocols below).
- Inform their classroom teacher of upcoming lessons, excursions or performances that may impact on their lessons, in a timely manner. **Proactively find out and complete any work the class has completed whilst the student was at weekly Instrumental Music lesson/ camp.**

Parents are required to:

- Provide a suitable instrument (where necessary) and keep it in good working order.
- Provide students with the necessary equipment and resources.
- Promote care of their instrument and attain repairs if necessary.
- Encourage your child to be on time for lessons, rehearsals and performances.
- Make arrangements so that your child can attend all concerts, rehearsals and lessons.
- Arrange a regular time for practice, and help him/her maintain a 'practice record'.
- Provide a quiet place for the student to practice without interruption.
- Listen to and help with practice.
- Encourage your child to play for others whenever possible.
- Pay the nominated annual Music Levy and hire fees.
- Communicate with the Instrumental Music Teacher any issues with the instrument, or rehearsal attendance, through a written note or email.

Please Note:

- **The replacement of any lost or damaged instruments, music or equipment will be the responsibility of the parents and student concerned.**
- **Lack of commitment to lessons and/or ensemble/s may have an impact upon the student's further involvement with the Instrumental Music Program including ensemble membership and continuation of Instrumental Music lessons.**

Attendance Protocol

- Students must attend all lessons and rehearsals.
- Punctuality is vital and all lateness noted.
- Students missing lessons will have to explain their absence to the Instrumental Music Teacher.
- If students miss 3 consecutive lessons/rehearsals with no reason, they will be asked to show cause.

Students who are late to lessons or rehearsals need to provide a note of explanation as a matter of courtesy and enter the lesson or rehearsal without causing any disruption to the other band members or to the conductor. This is so they can achieve their best in their chosen instrument, learn specific ensemble skills and recognise the importance of being part of a larger group as they work towards performing.



Absentee Protocol

Students are encouraged not to miss lessons except in approved circumstances. Such circumstances include:

- Absence from school.
- Becoming sick at school.
- Prior notification of known future absence from school (*e.g. extended family vacation; school excursion*) as a courtesy.
- Prior notification of other school commitments that may impact attendance (*e.g. student leadership; school club membership*) as a courtesy.

Students should consult their Instrumental Music Teacher if they will miss music lessons due to their classroom studies/other activities.

Lesson Timetabling

Lessons are conducted during school hours, and are usually scheduled on a fixed day that the Instrumental Music Teachers are at school. Students at WESS will either have a fixed timetable each week or a rotating timetable. Lesson timetables are provided to class teachers who will display them on the classroom noticeboards.

Practice Expectations

Instrumental Music is a performing art that is part of the school curriculum. Like all curricular subjects, it will require extra work outside of the classroom.

Regular, thoughtful and constructive practice is the foundation for all musical development. Practice time varies enormously from age to age and from instrument to instrument. The Instrumental Music Teacher will advise students on the appropriate time for practice and what to practice.

Music and Music Folders

All music issued by WESS, including photocopied items, remains the property of WESS and is on loan to the student for the duration of the year. Students should ensure that this music and the WESS Music Folder (if provided) remain in good condition whilst on loan. Music will be collected and sorted at the end of each year. Folders will need to be replaced if lost or damaged.

Student Assessment

Reports are sent home as part of the school report card, at the end of each reporting period (Terms 2 and 4). Instrumental Music Teachers maintain a regular record of each student's progress.

Instrumental Music Uniforms

WESS school uniform is worn by all ensembles and consists of the following:



Performance Uniform

Item	Detail
All IM Performance Groups	For any performance events, full school uniform is to be worn unless advised otherwise. SUMMER: Unisex navy and sky blue short sleeved polo shirt with school logo or Unisex navy and sky blue long sleeved polo shirt with school logo Unisex navy shorts with sky blue side strips WINTER: Unisex navy and sky blue baseball jacket with pockets and school logo Long pants with double knee and pockets Navy tights/stockings may be worn under unisex navy shorts with sky blue side strips. Socks Plain navy or plain white socks Shoes Black leather or closed in sports shoes

Instrumental Recruitment Process

BEGINNER STUDENTS

SELECTION PROCESS

1. Annually from Term 3, all Year 2 (for Strings, commencing in Year 3) and Year 3 (for Brass, Woodwind, and Percussion for commencing in Year 4) students are surveyed for their interest in the two IMPs offered at WESS.
2. Suitability Assessment of interested students is undertaken using the following criteria:
 - a. Aural test with focus on the areas of beat, rhythm, pitch recognition and melody by the Classroom Music Specialist.
 - b. Interview/Assessment with the Instrumental Music Teacher.

Students may undergo a practical test on the instruments of their interest. To increase a child's early success and confidence in the program, Instrumental Music Teachers select the instrument best suited to each child. Arm length, hand size, height, fine motor skills and coordination are taken into consideration when assessing suitability for some instruments.

Please note that due to individual physical differences and capabilities there will be certain types of instruments best suited to each person. After the process is complete, students and parents will be advised as to which instrument will best suit their child. When selecting instruments for students, it must be remembered that there has to be a balanced number of each instrument to form our bands and string ensemble. Due to time restraints, it will not be possible for students to enter the Instrumental Music Program as a beginner in later grades.
 - c. Other contributing factors: behaviour, perseverance, attitude, punctuality, commitment, parental support and newly enrolled at WESS.

Information from Classroom Teachers, Classroom Music Specialist and sometimes School Leadership are also taken into consideration.
3. After the completion of the Suitability Assessment, a letter of offer for successful applicants is sent to students and their parents/carers.

*Please note that students accepting a position on a string instrument in the Year 3 Instrumental Music Program **will not** be eligible for the band program in Year 4.*
4. An acceptance of offer is required from families and if spaces in the programs remain, a second round of offers will be issued to students who were not successful in the first round offers.
5. The completion of the recruitment process will be by the end of Term 3 each year and a parent information evening will then be held in Term 4, for attendance by all families involved in the program in the following year. At this time, a notification will be placed in the WESS school newsletter to advise all families that the recruiting for the WESS IMP has now been completed and all places have been filled.

See *Appendix 5 - Annual Recruitment Calendar* for an overview of the IMP recruitment notifications and actions that occur throughout the year.

NEW STUDENTS

Joining the IMP after initial Year Level intake and for newly enrolled students is on an application basis if positions are available, and must address the balance of band/ensembles.

Interested students/families need to complete the WESS IMP New Students Expression of Interest form that will be provided upon enrolment at WESS.



Choir

Senior, Middle & Junior Choirs

Being a member of a WESS Choir is a great opportunity to enjoy creative flow, to improve social wellbeing, be resilient, develop aspirations and sing your way to happiness. Performing for others is fun, provides motivation for developing new skills, and is an important aspect of learning.



From Year 1, children have an opportunity to join a choir as an extra curricular activity. The Classroom Music Specialists and an external Choir Specialist (funded by the choir levy) conduct the choirs. Any questions regarding the choirs and the School Music Program and can be directed the Classroom Music Specialist.

All students are welcome to join the program each year, up to the designated maximum (on a first come, first served basis). *Please note: Student choir membership does not automatically continue onto the following year.*

The rehearsals for the choirs will be advised early in the school year (but please note that there may be additional rehearsals before concerts or events).

Recruitment

In the first few weeks of school, the Classroom Music Specialist advertises that the Choir Program will begin through in-class reminders, school newsletter, school website and school announcements.

Students who have expressed an interest in joining either the Junior or Senior Choir, are to collect a Membership Letter. This letter is to be collected from the Music Room or the Administration Office and needs to be renewed at the beginning of every year. The completed letters need to be returned to the Administration Office by the date nominated on the Membership Letter. There are limited places available, filled on a first come, first served basis. After the quota is reached, students will receive a waiting list notification slip, when their Membership Form is returned to the Administration Office. See *Appendix 5 - Annual Recruitment Calendar* for an overview of the Choir recruitment notifications and actions that occur throughout the year.

Commitment and Participation

Joining a school choir requires students to commit to all performances, including evening concerts.

Attendance at weekly rehearsals is a compulsory part of being a member of the choir and assists in preparing for performances. At times, additional rehearsals are undertaken to make final preparations for a performance. These are usually held during lunchtimes.

Students participating in our school choir are expected to commit to WESS evening concerts and school assembly performances, as part of their involvement. Other opportunities may arise for students in the choir and families will be advised on a needs basis. In joining the Choir, your child is making a commitment to the Choir. If a child is absent for 3 consecutive sessions, the Classroom Music Specialist will make contact with the student for an explanation. A student can only cease their participation in the Choir after the Classroom Music Specialist has received a written note from Parents/Carers.



CHOIR	REHEARSAL DAY*	TIME*
Junior (Years 1-2)	Monday	7.45am – 8.25am from Week 4 Term 1
Middle (Year 3-4)	Thursday	7.45 – 8.25am from Week 4 Term 1
Senior (Years 5-6)	Monday	12.45 – 1.25pm from Week 4 Term 1

* Rehearsal Days and Times to be confirmed at the beginning of each school year. Membership letters will be available from Week 2.

STUDENT RESPONSIBILITIES

1. Attend all rehearsals. This makes the program successful, as the students have consistency and learn to work as a team towards a common goal – performing together at the assemblies/concerts.
2. Learn the words of the songs at home or with a friend at lunchtime.
3. Attend all concerts when required.
4. Wear the correct choir uniform at all concert and assembly performances.

PARENT RESPONSIBILITIES

1. Reinforce the importance of attending all rehearsals and concerts.
2. Provide the correct choir uniform at all concert and assembly performances.
3. Pay an annual Choir Levy of \$50 to the school office by the nominated due date.

Fees and Charges

Choir Levy

After the Choir memberships have been finalised, families will be invoiced. Payment is usually due by the end of Week 5 of Term 1 each year. The annual choir levy of \$50 is a one off payment for the entire year. The choir levy is used to engage the services of a choir specialist, the purchase of choir music, new equipment for concerts and backing tracks.

Performances

See *Appendix 4 - Annual Events Calendar* for a list of all scheduled Choir performances that usually occur each year.

Performance Uniform

Item	Detail
Senior Choir	<p><u>For most assembly, evening or event performances</u>, Senior Choir will wear their West End State School uniform.</p> <p><u>For some evening performances or events</u>, Senior Choir Members will wear the Senior Choir Formal Uniform, consisting of:</p> <ul style="list-style-type: none"> • <i>Senior Choir Performance Shirt</i>: Unisex navy and sky blue short sleeved polo shirt with school logo (WESS School Uniform Polo Shirt) • <i>Senior Choir Pants</i>: Students will need to provide their own pair of long black formal dress pants. It is best if these are a loose fit, non-stretch material. • <i>Senior Choir Shoes</i>: Students will need to provide black, enclosed formal leather shoes with either buckles or laces, and black socks. • <i>Hair</i>: Hair should be neatly brushed and tied back if long enough to do so. <p><u>Uniform Bank</u>: If you have any spare used black shoes or pants, we would also like to build a 'Pants and Shoe Bank' of available items. Please feel free to donate these to the Music Department to be used on performance days.</p>
Junior Choir	<p>For any performance events, full school uniform is to be worn unless advised otherwise.</p> <p>SUMMER: Unisex navy and sky blue short sleeved polo shirt with school logo or Unisex navy and sky blue long sleeved polo shirt with school logo Unisex navy shorts with sky blue side strips</p> <p>WINTER: Unisex navy and sky blue baseball jacket with pockets and school logo Long pants with double knee and pockets Navy tights/stockings may be worn under unisex navy shorts with sky blue side strips.</p> <p>Socks Plain navy or plain white socks</p> <p>Shoes Black leather or closed in sports shoes</p>

Classroom Music

Classroom Music is another strand of our Arts Program and has a valuable role in our students' learning. Students from P-6 have one lesson each week with the Classroom Music Specialist Teacher, who provides them with opportunities to demonstrate core-learning skills and understandings from the Arts Curriculum. The music program is hands-on learning, with all classes making, creating and responding to music using ukulele, percussion instruments and voice.



Curriculum

Classroom Music is recognised under The Arts subject area detailed within the Australian Curriculum, provided by the Australian Curriculum, Assessment and Reporting Authority (ACARA). West End State School delivers Classroom Music instruction in accordance with the curriculum guidelines provided by Queensland Department of Education and Training (DET). *Please note that the Arts Curriculum (including classroom Music) is currently under review.*

Music Learning Area Descriptions	Prep – Year 2	Year 3-4	Year 5-6
Exploring ideas and improvising with ways to represent ideas	Develop aural skills by exploring and imitating sounds, pitch and rhythm patterns using voice, movement and body percussion (ACAMUM080)	Develop aural skills by exploring, imitating and recognising elements of music including dynamics, pitch and rhythm patterns (ACAMUM084)	Explore dynamics and expression, using aural skills to identify and perform rhythm and pitch patterns (ACAMUM088)
Developing understanding of practices	Sing and play instruments to improvise, practise a repertoire of chants, songs and rhymes, including songs used by cultural groups in the community (ACAMUM081)	Practise singing, playing instruments and improvising music, using elements of music including rhythm, pitch, dynamics and form in a range of pieces, including in music from the local community (ACAMUM085)	Develop technical and expressive skills in singing and playing instruments with understanding of rhythm, pitch and form in a range of pieces, including in music from the community (ACAMUM089)
Sharing artworks through performance, presentation or display	Create compositions and perform music to communicate ideas to an audience (ACAMUM082)	Create, perform and record compositions by selecting and organising sounds, silence, tempo and volume (ACAMUM086)	Rehearse and perform music including music they have composed by improvising, sourcing and arranging ideas and making decisions to engage an audience (ACAMUM090)
Responding to and interpreting artworks	Respond to music and consider where and why people make music, starting with Australian music, including music of Aboriginal and Torres Strait Islander Peoples (ACAMUR083)	Identify intended purposes and meanings as they listen to music using the elements of music to make comparisons, starting with Australian music, including music of Aboriginal and Torres Strait Islander Peoples (ACAMUR087)	Explain how the elements of music communicate meaning by comparing music from different social, cultural and historical contexts, including Aboriginal and Torres Strait Islander music (ACAMUR091)

For more information: <https://www.australiancurriculum.edu.au/f-10-curriculum/the-arts/music/>

Student Assessment

Reports are sent home as part of the school report card, at the end of each reporting period (Terms 2 and 4). The Classroom Music Specialist Teachers maintain a regular record of each student's progress.



Community Links

West End State School's close proximity to our city's cultural precinct have resulted in the establishment of partnerships and links to Opera Queensland, the Conservatorium of Music and other organisations that provide our students with other education experiences and opportunities. Students and families are advised when these opportunities arise.

External Providers

There are a variety of external providers for music opportunities available on school grounds after school. They are usually advertised in the school newsletter.



Appendix 1 - Instrument Hire Form



External Request for Equipment EDQUIP EQ11

EQ11 External Request for Equipment is to be completed when loaning Department of Education and Training equipment to employees, students or community organisations for use after hours, during school holidays on, or away, from official premises.

DETAILS OF REQUISITIONER / PERSON TO WHOM EQUIPMENT IS ON LOAN		
Name	Address	Telephone:
Organisation Name		
If Student, Year Level:		
Location and Use of Equipment (if different from above)		
Reason for Request		

DETAILS OF EQUIPMENT ON LOAN			
Description / Type:		Brand:	
Serial Number		Asset Number	
Accessories: (if applicable)		For ICT equipment, Build Standard: (e.g. MOE; 1.X/SOE)	
Commencement loan date:		Expected date of return:	Date returned:
Officer receiving returned equipment	Name:		Signature:

INDEMNITY
Fair wear and tear excepted, and for the duration of this transfer, I/we agree to indemnify the Department of Education and Training against loss or damage from any cause whatsoever, to the equipment detailed herein and, in the event of damage to restore and deliver such equipment to the Department of Education and Training, in the condition in which it was received, or to replace the damaged equipment with other equipment of equivalent functionality.
Signature _____ Date ___ / ___ / ___

APPROVAL FOR LOAN
I authorise the loan of the equipment to the parent/guardian for, and on behalf of, the student. (Cross out "to the parent/guardian and onstudent" if equipment is not being loaned to a student.)
Signature of School Approving Officer: _____
Name: _____ Designation: _____ Date: ___ / ___ / ___

Uncontrolled copy. Refer to the Department of Education and Training Policy and Procedure Register at <http://ppr.det.qld.gov.au> to ensure you have the most current version of this document.



External Request for Equipment EDQUIP EQ11

LOAN AGREEMENT

To be completed when school-purchased ICT equipment is on loan to students for use outside the school premises.

Note:

- A new loan agreement form should be signed each time equipment is loaned and prior to commencement of the loan;
- This form and the loan agreement should be held in the students' records.

ACKNOWLEDGEMENT

The equipment described at all times remains the property of the Department of Education and Training and is issued on loan to the parent/guardian for the benefit of the student subject to the following conditions:

- The equipment should be used only by the student to whom it is lent and by no other person.
- The student and their parent/guardian has read and understood the school's behaviour and educational requirements (attached).
- Every care and attention should be given to the equipment during the period of loan and the student fully complies with the school's behaviour and educational requirements when the student is using the equipment.
- Symantec Antivirus software is installed and maintained on the machine and the student will ensure the equipment is scanned for viruses after home use and prior to re-connection to the departmental network.
- The equipment is returnable upon demand from the school at any time for inspection, repair, adjustment or for any other cause.
- Loss or damage of any equipment on loan must be immediately reported to the school.
- If, in the opinion of the school teacher or staff member, the student is not meeting the school's behaviour and educational requirements with the equipment, this equipment loan may be terminated.
- Equipment must be returned by the student to the school by the date specified in this loan agreement or, if this agreement is terminated earlier than the date specified as the date of equipment return, then the date of the termination of this loan agreement.

LOAN AGREEMENT APPROVAL

I have been provided with a copy of the school's behaviour and educational requirements regarding the student's use of the equipment and I have read and understood its terms. In consideration of the student having the benefit of the equipment, I accept the loan of the equipment on the terms described above and I agree to supervise the student's use of the equipment to ensure the terms of this loan agreement are complied with and agree to be personally responsible for the failure of the student to comply with the terms of this loan agreement.

Signature of parent/guardian: _____

Name: _____ Date: / /

I have read and understood the above terms. I have been provided with a copy of the school's behaviour and educational requirements regarding my use of the equipment and I have read and understood its terms. I acknowledge my responsibility to use the equipment in accordance with the above terms.

Signature of student: _____

Name: _____ Date: / /

Appendix 2 - Specific Instrument Requirements

BAND PROGRAM INSTRUMENTS		
Flute	Clarinet	Bass Clarinet
<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Flute • Music stand for home practice • Flute cleaning rod • Soft Polishing cloth • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Clarinet • Music stand for home practice • Four Size 2 clarinet reeds • Clarinet Pull through cloth • Small tube / tub Cork Grease • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Bass Clarinet • Music stand for home practice • Four Size 2 Bass clarinet reeds • Clarinet Pull through cloth • Small tube / tube Cork Grease • Plastic sleeve folder for music sheets • Pencil
Alto Saxophone	Tenor Saxophone	Baritone Saxophone
<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Alto Saxophone • Music stand for home practice • Neck strap or Body strap (preferred) for saxophone • Four Size 2 alto sax reeds • Alto sax pull through cloth • Small tube / tub Cork Grease • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Tenor Saxophone • Music stand for home practice • Neck strap or Body strap (preferred) for saxophone • Four Size 2 Tenor sax reeds • Tenor sax pull through cloth • Small tube / tub Cork Grease • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Baritone Saxophone • Music stand for home practice • Neck strap or Body strap (preferred) for saxophone • Four Size 2 Baritone sax reeds • Small tube / tub Cork Grease • Plastic sleeve folder for music sheets • Pencil
Trumpet	French Horn	Euphonium
<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Trumpet • Music stand for home practice • Small bottle Valve Oil • Small tub tuning slide grease • Soft Polishing cloth • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for French Horn • Music stand for home practice • Small bottle French Horn Rotor Oil • Small tub tuning slide grease • Soft Polishing cloth • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Euphonium / Baritone BC • Music stand for home practice • Small bottle Valve Oil • Small tub tuning slide grease • Soft Polishing cloth • Plastic sleeve folder for music sheets • Pencil
Tuba	Trombone	Percussion
<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Eb Tuba • Music stand for home practice • Small bottle Valve Oil • Small tub tuning slide grease • Soft Polishing cloth • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition of Excellence Book 1 for Trombone • Music stand for home practice • Trombone slide cream tube or tub • Small trombone water spray bottle • Small tub tuning slide grease • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Tradition Of Excellence Book 1 for Percussion • Budget 5A Nylon Tip Drumsticks • Rubber Practice Pad • 32 Bar Glockenspiel w/Wooden Base (Carry Case) • Plastic sleeve folder for music sheets • Pencil
STRING PROGRAM INSTRUMENTS		
Violin/Viola	Cello/Bass	
<ul style="list-style-type: none"> • Essential Elements Book 1 • Encore on Strings Book 1 • Rosin • Shoulder rest • Music Stand • Plastic sleeve folder for music sheets • Pencil 	<ul style="list-style-type: none"> • Essential Elements Book 1 • Encore on Strings Book 1 • Rosin • Cello stop • Music Stand • Plastic sleeve folder for music sheets • Pencil 	

Appendix 3 - Local Musical Instrument Retailers

If you are planning on purchasing an instrument, please do so in consultation with your child's IM teacher. We strongly recommend that you do not purchase instruments sight-unseen from the internet, or buy the first instrument handed to you at a music store. Arranging to try at least 2 or 3 instruments of the same model before making a final decision is advisable.

Below is a small excerpt of local music instrument retailers:

Brass Music Specialists 90 Appel Street Graceville Phone: 07 3278 1311	Ozwinds Brass and Woodwinds 360 Logan Rd Greenslopes Phone: 07 3118 0166
Simply For Strings 78 Enoggera Terrace Red Hill Phone: 1300 739 293 Phone: 07 3357 1777	



Appendix 4 - Annual Events Calendar

Month (dates TBC)	Event	Choir
May	Assembly – Senior Choir Performance	Senior Choir
May	Assembly – Junior Choir Performance	Junior Choir
June	Term 2 Winter Choral Concert	Choirs
October	WEcreate Showcase (Optional)	Buskers – Soloists/Small groups only
October	Metro Honours Program	Senior Choir Nominees
November	Term 4 Summer Choral Concert	Senior & Junior Choirs

Month (dates TBC)	Event	String Program
Once per term	Assembly – String Orchestra Performance	String Orchestra
Once per term	Assembly – Senior String Ensemble Performance	Senior String Ensemble
June	Fanfare (every second year)	Senior String Ensemble
June	Term 2 Winter Instrumental Music Concert	String Orchestra /Senior String Ensemble
June	Junior Strings Camp (Year 4 only)	String Orchestra (Year 4 only)
September	Senior Music Camp	Senior String Ensemble
October	WEcreate Showcase (Optional)	Buskers – Soloists/Small groups only
November	Term 4 Summer Instrumental Music Concert	String Orchestra /Senior String Ensemble

Month (dates TBC)	Event	Band Program
May	Assembly – Senior Band Performance	Senior Band
Once per term	Assembly – Junior Band Performance	Junior Band
June	Fanfare (Biannual)	Senior Band
June	Term 2 Winter Instrumental Music Concert	Senior & Junior Band
July	Beginner Band Camp	Junior Band
September	Senior Music Camp	Senior Band
October	WEcreate Showcase (Optional)	Buskers – Soloists/Small groups only
October	Music Fest	Senior Band
November	Assembly – Junior Band Final Performance	Junior Band
November	Term 4 Summer Instrumental Music Concert	Senior & Junior Band

Appendix 5 - Annual Recruitment Calendar

Month	Instrumental Music Program (IMP)	Choir
January	<i>Successful IMP families to acquire the instrument/s, all the accessories, books and other equipment as advised, ready for commencement of the school year (unless they have already done so previously).</i>	
February	<p>Parents/Carers of newly recruited and continuing IMP students will be invoiced for the annual instrumental Music Levy (and instrument hire fee if applicable), both payable by the end of Term 1, Week 2.</p> <p>As applicable, instrument loan paperwork will also be provided for completion and return at this time also.</p> <p>WESS IMP Strings Program begins in Week 2 for newly recruited Year 3 students and continuing Year 4-6 students.</p> <p>WESS IMP Band Program begins in Week 2 for newly recruited Year 4 students and continuing Year 5-6 students.</p>	<p>During a classroom music lesson early in Term 1, Year 1-6 students are invited to collect general and annual membership information about joining the Junior, Middle or Senior choirs. Places are limited, filled on a first come first served basis - after quota is reached, students receive a waiting list notification slip, upon receipt of Membership Form.</p> <p>Parents/Carers will be invoiced for the Choir Levy, payable by the end of Term 1, Week 5 (end of February).</p>
March		
April		
May		
June		
July	Year 2 and Year 3 students are all provided with information about the WESS Instrumental Music Program (IMP) and an Expression of Interest Survey to complete and return within two weeks.	
August	Students are assessed for suitability, involving classroom, classroom music and instrumental music teachers.	
September	A letter of offer (requiring formal acceptance) is sent to successful students and their parents/carers. If spaces remain, a second round of offers will be made.	
October		
November	A IMP information video link will be sent to parents/carers of newly recruited students, in preparation for commencement in the IMP program the following year.	
December	<i>Successful families to acquire the instrument/s, all the accessories, books and other equipment as advised, ready for commencement of the following school year.</i>	