

NEW ENGLAND CONSERVATORIUM OF MUSIC

2020 FOUNDATION PIANO PROGRAM

- Instrumental lessons
- Ensembles
- Concerts
- Accompaniment



NECOM's Foundation Piano Program establishes the vital foundations of good instrumental learning while nurturing and inspiring children in their love of music and performance. The sequential program provides the combination of experiences needed to lay down the best music foundations possible for young musicians - individual lessons with highly qualified and experienced NECOM teachers, ensemble playing and concerts. NECOM also offers bursary assistance to families.

FOUNDATION PROGRAM OUTLINE

- | | |
|-----------------------|--|
| 1. Individual lessons | 9 x 30 minute instrumental lessons each term given at school or NECOM campus by NECOM teachers |
| 2. *Ensembles | Weekly 45 minute tutorials with conductor/accompanist each term (Tues 4-4.45 OR Wed 5-5.45pm) |
| 3. Concerts | 2-4 Solo and Ensemble concerts each year provide essential performance training |
| 4. Semester reports | A progress report from the instrumental teacher |

Instrumental Lessons

NECOM teachers provide piano lessons either at NECOM or at a supportive school that encourages children in their music studies. Parents must notify and discuss their preference to have their children's instrumental lesson at school with their School Administration.

Thunderbolt Percussion Ensembles – Thursdays @ 4.00-4.45pm

Playing music together with their peers provides significant and far-reaching benefits to young musicians. It inspires children to develop their listening, co-ordination, technical, social and communication skills. NECOM provides Foundation string and woodwind/brass ensembles on Tuesday/Wednesday afternoons with specialist conductors and accompanists for the following ensembles:

ENROLMENT FEES per TERM

2020 FOUNDATION PROGRAM	Fee/Tm	Options
	\$390	Early Bird
	\$400	Standard
	\$435	Late Fee
5% discount available on annual fee if paid in advance		

Deadlines for Term Fee Payment Options 2020				
	Term 1	Term 2	Term 3	Term 4
Early Bird Discount	Fri 31/1	Fri 24/4	Fri 17/7	Fri 9/10
Standard Fee	Fri 14/2	Fri 15/5	Fri 7/8	Fri 30/10
Late Fee	Payment after Standard Fee deadline passes			

2020 FOUNDATION ENSEMBLES REHEARSAL & PERFORMANCE Dates

TERM 1 - 10 tutorials
Strings (Tues): 4, 11, 18, 25 February; 3, 10, 17, 24, 31 March; 7 April Tilbusters (Wed): 5, 12, 19, 26 Feb; 4, 11, 18, 25 Mar; 1, 8 April Open rehearsal: 7th April

TERM 2 - 10 tutorials
Strings (Tues): 28 April; 5, 12, 19, 26 May; 2, 9, 16, 23, 30 June Tilbusters (Wed): 29 April; 6, 13, 20, 27 May; 3, 10, 17, 24 June; 1 July Foundation Ensembles Concert: Tues 23 June @ 6.00pm

TERM 3 - 10 tutorials
Strings (Tues): 21, 28 July; 4, 11, 18, 25 August; 1, 8, 15, 22 Sept. Tilbusters (Wed): 22, 29 July; 5, 12, 19, 26 Aug; 2, 9, 16, 23 Sept Foundation Solo Concerts: Tues 1, 8, 15, Sept, 6pm

TERM 4 – 6 tutorials
Strings (Tues): 13, 20, 27 October; 3, 10, 17 November Tilbusters (Wed): 14, 21, 28 October; 4, 11, 18 November Foundation Ensembles Christmas Concert: Tues 17 Nov, 6pm

2020 NECOM TERM DATES (based on NSW Public school terms)

(NECOM) Term 1, 2020	Term 2, 2020	Term 3, 2020	Term 4, 2020
03.02.2020-09.04.2020	27.4.2020-03.07.2020	20.07.2020-25.09.2020	12.10.2020-11.12.2020

FOUNDATION MUSIC PROGRAM INFORMATION

Please read through the **Enrolment Terms, Conditions and Policy** required for enrolment.

Enrolment Terms & Conditions

- Programs are designed for the full year of sequential activities and it is assumed that enrolment is for the full year **unless** cancellation in writing is received 4 weeks before the start of each term (refer to 'Cancellation of Enrolment' details below).
- To activate enrolment, all students MUST complete the new 2020 Enrolment & Payment form.
- After the 2020 enrolment form is processed, invoices for Terms 2, 3 and 4 will be sent automatically 4 weeks before each term.
- It is the responsibility of the parent/guardian to negotiate the time and venue for the lesson with the NECOM teacher. If the lesson is at a school that allows instrumental lessons on the premises, parents must inform the School Administration of this arrangement.
- It is the responsibility of the Account Holder (parent/guardian) to notify the NECOM Office of any changes to their contact addresses and student enrolment details as soon as these details change.
- NECOM may suspend/cancel enrolments if accounts remain outstanding (non-defaulting individual payment plans excluded).
- Accounts that remain unpaid are sent to appropriate agents for recovery. If recovery/legal action is undertaken, the Account Holder (parents/guardians/student) will be responsible for all expenses in relation to the collection of the out-standing amount including, but not limited to, all charges and fees, legal costs on an indemnity basis, and disbursements.
- Relevant NECOM policies and directions apply to parents/guardians/students. These policies may be varied at times by NECOM and up to date copies can be obtained upon request to NECOM.
- It is the parents' responsibility to ensure their child is delivered and collected punctually to the instrumental lesson. NECOM does NOT take responsibility for supervision of a child outside the lesson time and venue.
- Whilst all care is taken, NECOM accepts no liability for thefts, damage, accidents or injuries that may occur whilst on NECOM premises.

Term Fee Payment Dates & Options

Refer to Table of fees and payment dates overleaf. **NB: If your fee payment/instalment payment is not received in full or part by week 4 of each term, NECOM reserves the right to cease or suspend lessons.**

Payment Options

- o Early Bird Discount of \$10 Pay by the Friday before term starts and get a \$10 discount (Fri 31 January for Term 1, 2020)
- o Standard fee Pay by Friday of Week 3 in each term (Fri 14 Feb in Term 1, 2020)
- o Late Payment fee of \$35 Standard Payment deadline missed incurs an additional late penalty of \$35

Family Discount * new for 2020

For families with two or more family members enrolled in NECOM programs.

Instalment Payment Plan

Pay term fee by instalments - contact NECOM office to agree on a payment plan

Pay Full Year in Advance

Pay full year's fees in advance by the Early Bird deadline for Term 1 (Fri 31 January 2020) and receive an additional discount of 5% off the annual fees. The refund for withdrawal will be calculated on 6 weeks' notice + the initial NECOM discounts given + *administration fee.

Lesson Attendance Policy: Terms & Conditions

Late Commencements, Missed Lessons & Refunds

- New students who enrol after the beginning of the term will be given a pro-rata reduction in tuition fees.
- It is the responsibility of parents and students to check school timetables/family diary etc to ensure there are no clashes with the instrumental lesson time and venue agreed with the NECOM teacher.
- Parents/students must give a minimum of 48 hours' notice to the NECOM instrumental teacher if they cannot attend a lesson so an alternative time can be negotiated. This includes lessons missed due to school activities (eg. carnivals, excursions) or other events.
- Lessons missed with less than 48 hours' notice, or without notice, are NOT eligible for a makeup lesson, refund or credit. Forgetting to attend a lesson or missing a lesson due to a school activity is not an acceptable reason.
- A make-up lesson may be made up at the discretion of the teacher if the student falls ill or has an accident on the day and notice was not possible to give to the teacher.
- Makeup lessons will be offered at the teacher's discretion by offering two alternative lesson times in the term that the lesson was missed. If the parents/student do not take up either of the alternative times, the makeup lesson is forfeited.
- In exceptional circumstances (e.g. serious prolonged illness or accident with a doctor's certificate), a request for credit or a refund must be made in writing by post or email (admin@necom.org.au) to NECOM.
- *An administration fee of \$25 will apply if a credit or refund is approved.

Cancellation of Enrolment & Withdrawal from program

- Programs are designed for the full year of sequential activities and it is assumed that enrolment is for the full year.
- If you decide to stop having lessons, you must cancel your enrolment and withdraw from the annual program.
- **To cancel your enrolment you must:**
 - o **Notify NECOM office in writing (mail or email admin@necom.org.au) at least 4 weeks before the start of each term.**
- **If you do not cancel your enrolment, you will be automatically invoiced for your continuing enrolment and must pay the term fee.**
- A telephone call, text or casual conversation with your teacher does not constitute an official written notification to NECOM administration of your cancellation of enrolment.
- Failure to attend lessons does not constitute cancellation, withdrawal or deferment and fees will remain payable.
- If you forget or fail to give written notice to cancel your enrolment before the first week of the term, you will be liable to pay the full term fee as NECOM has contracted the teacher and booked the timeslot to deliver those lessons to the student.
- *An administration fee of \$25 will apply if a credit or refund is approved.