

# THE RICHARD HEATHCOTE C. P. SCHOOL

The Drive, Alsagers Bank, Stoke on Trent ST7 8BB

Telephone: 01782 720406

Website: [www.heathcote.staffs.sch.uk](http://www.heathcote.staffs.sch.uk)

Email: [office@heathcote.staffs.sch.uk](mailto:office@heathcote.staffs.sch.uk)



Headteacher Mrs Lisa Chell

25<sup>th</sup> March, 2019

Dear Parent/Carer,

In order for us to confirm timetables, please sign the slip below if you would like your child to continue with woodwind/guitar/ukulele lessons during the summer term.

So that lessons run smoothly, we ask that you take note of the following points:

- Lesson must be paid for at the beginning of each term via Parent Pay.
- We cannot refund money for absences due to pupil illness, holidays taken during term time or cancellation of lessons before the end of the term.
- Reeds for clarinets and saxophones must be supplied by parents (available at 'A Major' music shop at Trentham).
- The utmost care must be taken with instruments on loan. Please do not allow anyone except your child to handle or play them. The teacher will instruct the pupils on how to assemble and pack away their instruments.

Please return the attached slip as **soon as possible**. If you have any questions, please do not hesitate to contact us.

Many thanks,

Mrs Clark and Mr Smith (Music subject leaders)

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## Woodwind/Guitar/Ukulele lessons

I would/would not like \_\_\_\_\_ to continue with music lessons in the summer term 2019.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_