

## Instrumental Music Program at SHC

### Instructions for students leaving class to attend an Instrumental Music Lesson

- ♪ Instrumental staff prepare their timetables approximately one week in advance, taking into considerations events in the College calendar, including:
  - Assemblies
    - Year Level
    - General
  - Masses
  - Excursions/Incursions as advised by the student
  - Assessments (i.e. tests, exams, presentations) as advised by the student
  
- ♪ Instrumental Staff provide their timetable one week in advance through:
  - Email to student and parent
  - A google classroom announcement
  
- ♪ To minimise disruption to classes, instrumental lesson timetable will roll in one of two ways:
  - Week 1 – 9am, week 2 – 9:30am, week 3 – 10am, etc.; or
  - Weeks 1&2 – 9am, weeks 3&4 – 9:30am, weeks 5&6 – 10am, etc.
  - Please note that as some lessons are 45 or 60 minutes, times are adjusted accordingly.
  - Senior students have priority in requesting static timeslots within their timetabled study periods.
  
- ♪ Students are to return promptly to their class after storing their instrument (if necessary).
  
- ♪ The onus is on the student to **proactively** seek out and catch up the work missed in class.
  
- ♪ Teaching staff are asked to support this procedure (in all learning areas) in order that students are afforded an effective opportunity for the students' learning. Should queries arise, the first point of contact is the Music Coordinator.