

Lesson Information



It's really important to us that you know how everything works at the school. Here is a helpful guide to know what to expect.

Onsite Lessons

- At the beginning and end of each lesson, parents are requested to assist their child with their instrument if necessary.
- Once lessons have commenced, parents and other siblings are asked to remain outside of the classrooms during the lessons.
- If it is cold and/or raining parents are able to wait in the school hall.
- Parents will need to guide and supervise practice times at home so please speak briefly to the tutor at the end of the lesson.
- Tutors will also write down the practice requirements in a notebook or on a practice sheet.
- Aim to arrive on time for music lessons because a late student can be quite disruptive to the entire class.
- If you have any concerns regarding the lessons, please avoid holding up teachers' valuable time, come and see the supervisor.
- Students will be given opportunities to perform in either an 'in class' concert or within the main annual formal 'showcase' concert.
- From time to time, the music school may hold concerts on Saturday mornings with visiting bands, orchestra and choirs. The music school considers this as part of a students development musically and opportunities will be given to all students to attend.

Reports

- Tutors will provide a written report once a year to table progress and musical development for each student.

Music Exams

- Yes we can facilitate music exams for students. Normally you would need to be enrolled in an individual lesson.

Concerts and In Class Performances

- We provide opportunities for all students to participate in our in class performances held at the end of Term 2 and Term 4.
- Our Performing Groups and Senior students participate in our Annual Showcase concert.

Attendance Requirements

- The Ministry of Education requires a minimum number of children to be enrolled in order for a class to start.
- If during the year, a class falls below a minimum number of students, parents may be advised to enter their child into another class or offered a refund.
- Please ensure your child is committed for the whole year. Children need to attend class regularly – not only for their own benefit, but so that other students are not disadvantaged.

Books and Accessories

- A list of music books and prices are shown on each class page, below the enrolment section.
- Books can be paid for at the school and collected from the Office.
- Marshall Laing Music School has a limited number of accessories available for purchase in the office.
- If we do not have any particular items, we will direct you to an authorised and reputable retail outlet.

Instrument Hire and Purchase

- From 2018 Marshall Laing Music School will no longer be hiring instruments, going forward we strongly recommend students hire instruments from KBB Music.
- For purchase advice speak to your tutor or our school supervisor who can recommend where to go and what options are best to suit your child.

Office Hours

- The music school office is open during term time on Saturday mornings.
- Ph. 626 5103 ext. 221 (Saturday mornings only)
- For general enquiries, please email: music@marshall.school.nz
- For enrolments or any issues, please email: musicsupervisor@marshall.school.nz

Toilets

- Toilet facilities for parents and students are available in the school hall (Saturdays).

Other Health and Safety reminders

First Aid

- A First Aid Kit and Defibrillator are available in the school staff room for emergencies.
- Please speak with the school supervisor or office staff if you need any medical assistance at anytime.
- They both have up to date first aid certification.

Seated Bleachers in the school hall

- Under no circumstances are children to sit, climb or play on or under the seated bleachers at the rear of the hall.
- This is very dangerous and we ask you to ensure your children are not playing on this structure.

School Playground

- Please be aware that the music school bears no responsibility for injuries if they occur whilst playing on the school fields or playground equipment.
- Therefore, children must be supervised at all times.

Fire Procedure

- A continuous bell will ring, classrooms will be evacuated and tutors are required to take their students to a designated point on the school field for safety.
- Parents at the school during an event are also requested to assemble on the school field.

Lockdown Procedure

- Continuous short bell rings – children will be kept in the classrooms and doors and windows will be locked.
- Parents on site are requested to make their way to the nearest classroom and follow instructions of the tutor and supervisor.

Natural disaster event

- In the unlikely event of an earthquake, volcano or tornado tutors will keep students indoors and under a safe structure.
- Parents on site are requested to make their way to the nearest classroom and follow instructions of the tutor and supervisor.

Online Lessons (via Skype/Zoom or Google Meet)

****SPECIAL ONLINE MUSIC LESSONS** only in the event that school is closed for onsite lessons.

We want to ensure a continuity of music lessons all year round! Online lessons allow us to continue teaching music when circumstances such as red-light traffic settings or lockdowns prevent an onsite lesson.

- A Skype/Zoom/GoogleMeet lesson is only available between the music tutor and the intended student per the contracted lesson arrangement with Marshall Laing Music School.
- Online lessons are covered by your usual term or lesson fee. From February 1st 2022, we will not provide credits for missed or unattended online lessons.
- Your Skype/Zoom information must be received by the Music School admin office at least 24 hours prior to your lesson or you will need to wait until the following week for the lesson.
- All views expressed in online lessons are strictly a tutor's personal opinions.
- To ensure optimum lesson experience, please make sure you are in a quiet space with minimal disruptions. Supervision from a parent or adult caregiver throughout the lesson is essential, in case of unexpected issues (i.e. WiFi connection, incorrect camera angle). For information about how to gain the best online lesson experience, please view our You-tube site videos.
- We are not able to provide refunds for discontinued or disrupted lessons due to connection issues from the students' end.
- Tutors will call students via Skype/Zoom at their designated lesson time, unless otherwise specified.
- Students are not permitted to record (audio and/or visual) online lessons in any way.
- All students under the age of 13 must be supervised by a parent or caregiver. Skype and Zoom have security measures in place to help protect children, who have appropriate parental permissions to use Skype, from being contacted by strangers online – read the full list here. For more tips on staying safe online, please visit Netsafe.
- Please note that our usual terms and conditions apply during this period – including four weeks' notice of cancellation.

Marshall Laing Music School

Marshall Laing Primary School
39 Marshall Laing Avenue
Mount Roskill
Auckland 1041

09 626 5103 ext. 211
(8.30am-2pm Saturdays, term time only)

For general enquiries music@marshall.school.nz
For enrolments or any issues email emaimusic-supervisor@marshall.school.nz