

**ROCKMOUNT PRIMARY SCHOOL**  
**Peripatetic Instrumental Music Lessons Policy**  
**May 2026**

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**1. Introduction**

The peripatetic instrumental teachers are an important part of Rockmount's Music department. They provide instrumental expertise and direct contact with the world of professional music. Their work with pupils greatly enhances teaching and learning in the music department. We value their contribution to the school.

**2. Aims of the Policy**

The aim of this policy is to ensure:

- all pupils have the opportunity to fully participate in instrumental lessons.
  
- pupils and parents/carers are aware of the commitment that learning an instrument requires, both during the school day and at home.
  
- peripatetic teachers are aware of what the school expects from them and how they will be supported.

**3. Peripatetic teaching staff**

The Music Coordinator liaises closely with all peripatetic instrumental teachers to coordinate lessons and monitor pupil progress. All teaching staff are experienced and DBS certified. Peripatetic teachers are either allocated to us through Croydon Music and Arts (CMA), Rocksteady or are self-employed.

Rockmount currently offers instrumental tuition in:

- Piano (self-employed teachers)
- Drum kit (self-employed teacher)
- Guitar (acoustic, electric and bass) (CMA teacher)
- Strings (violin & cello) (CMA teacher)
- Woodwind (flute and recorder) (CMA teacher)
- Brass (trumpet & trombone) (CMA teacher)
- Rocksteady (group tuition on drums/keyboard/electric guitar/bass/vocals)

**4. When and where lessons take place**

Approximately 10 weekly lessons are provided per term, for a total of 30 lessons per year with CMA, and a minimum of 30 with self-employed teachers.

Individual instrumental teachers are responsible for timetabling lessons. Lessons take place during the school day. Lesson times rotate to avoid children frequently missing the same lessons.

**5. Fees**

The self-employed teachers, CMA and Rocksteady will issue parents/carers with a contract explaining their terms and conditions and are responsible for invoicing and collection of payment for lessons directly. Payment must be made in advance to the individual teacher, CMA or Rocksteady. The school does not accept responsibility for invoicing, collecting payments, or chasing outstanding fees.

- Self-employed peripatetic teachers (piano & drum kit) teach 30-minute lessons on a 1:1 basis. The amount is reviewed annually to keep in line with fees recommended by the Musicians Union. Please contact teachers for current fees and terms & conditions.
- The cost of lessons with CMA peripatetic teachers is more complex and has different rates to accommodate group, paired and individual lessons – please refer to CMA website for current pricing information at <https://www.croydonmusicandarts.co.uk/learn-with-us/learn-with-us/>
- Rocksteady charges a monthly subscription per child –please refer to Rocksteady website for current fees <https://www.rocksteadymusicschool.com>

**6. Application Process**

To apply for piano or drum-kit lessons, parents/carers should email the school office ([office@rockmount.croydon.sch.uk](mailto:office@rockmount.croydon.sch.uk)) to be added to the waiting list. Piano and drum teachers will then make contact when a place becomes available. Places are allocated on a first-come, first-served basis.

For string, brass, woodwind and guitar lessons, parents/carers should apply directly to Croydon Music and Arts (CMA) using the online application form: <https://www.croydonmusicandarts.co.uk/music-lessons-apply>

For Rocksteady sessions, parents/carers should apply directly via the Rocksteady website: [www.rocksteadymusicschool.com](http://www.rocksteadymusicschool.com)

To ensure a healthy balance with academic learning, pupils may learn a maximum of two instruments during school time, including participation in Rocksteady sessions.

### **7. Music Books**

Peripatetic teachers will provide advice on purchasing musical materials, which are readily available from local music shops and reputable online retailers. It is the responsibility of pupils to bring their music books to lessons. Photocopying music is discouraged as it is not considered ethical practice and may contravene copyright law.

### **8. Provision of instruments**

Pupils are expected to have access to their own musical instruments, either purchased or hired. Instruments may be available to hire from Croydon Music and Arts (CMA) or from specialist music retailers where such services are offered. Peripatetic teachers and CMA can advise on suitable options.

Rocksteady provides all instruments and equipment for use during sessions and concerts; however, these instruments remain on site and cannot be taken home.

Croydon Music and Arts (CMA) also offer an Instrument Assisted Purchase Scheme through which instruments can be purchased free of VAT. Further information, including eligibility criteria, is available on the [CMA website](#).

### **9. Storage of instruments**

Most instruments can be covered by household insurance policies; parents/carers should check this with their insurer. Rockmount Primary School is unable to accept liability for any loss, theft, or damage to instruments whilst on school premises.

Due to limited storage space within school, instruments will normally be stored in pupils' classrooms during the school day. Pupils are expected to take responsibility for arranging a safe storage space within their classroom in agreement with their class teacher. Instruments must not be left in cloakroom or communal areas where they may be at risk of damage.

Parents/carers should ensure that pupils understand how to safely carry, handle, and store their instrument in school. Where there are concerns about storage, parents/carers should contact the school so that alternative arrangements may be considered where reasonably possible, particularly for more delicate or larger instruments.

Pupils are expected to take care when moving instruments around school and ensure that they do not cause damage to other pupils' property or school facilities.

All instruments must be clearly labelled with the pupil's name and should be taken home at the end of each school day unless otherwise agreed.

### **10. Advice on practice**

Pupils are expected to practise between 10 and 20 minutes every day. Regular practice is very important. It is far better to do a little most days, than to do a lot just before a lesson. It is expected that parents/carers support their child's learning by actively encouraging and monitoring practice.

### **11. Monitoring progress**

Peripatetic teachers will either issue a progress report in the summer term or will update parents/carers of progress via email or verbally as and when deemed necessary.

### **12. Examinations**

Pupils may be encouraged to enter for graded examinations at the teacher's discretion. Teachers will select the most appropriate grade in consultation with parents/carers. It is

important to remember there is an additional cost for examinations and careful planning and preparation is advised. For non-pianists there may also be a small additional cost for a piano accompanist. Parents/carers should also be aware that it is their responsibility to organise transport to the examination centre. Further information on examinations and local exam centres will be made available by the instrumental teacher.

### **13. Expectations and support for peripatetic teachers**

#### Expectations for Peripatetic Teachers

##### **Notice**

A minimum of half a term's notice is required if teachers wish to leave.

##### **Safeguarding**

Peripatetic teachers must comply with the school's safeguarding policies and attend relevant training where required. They must also comply with UK GDPR requirements when handling any parent/carer or pupil data. All peripatetic teachers must hold an enhanced DBS certificate.

Taking photos and recording videos of children performing is a vital tool to monitoring and sharing progress. However, it can be a very sensitive issue, both legally and emotionally, and the following must be adhered to by all peripatetic staff:

- Written consent (digital/physical) must be obtained by the child's parents/carers before any photos/recording can take place.
- All photos/recording must be done on approved Rocksteady, CMA or Rockmount equipment.
- Recordings may only be published through approved Rocksteady, CMA or Rockmount channels.
- Photos/videos must never be uploaded or shared with anybody outside of Rocksteady, CMA or Rockmount School.
- Photos/videos must never be uploaded or shared on personal social media channels unless it is taken from a public source such as Rockmount, Rocksteady or CMA websites.

##### **Keeping a register**

Staff must keep a weekly register. Reasons for this include Health & Safety as well as dispute resolution. The Music Coordinator will also monitor attendance, as well as reviewing how many pupils are studying a particular instrument at any one time. Teachers should alert the Music Coordinator of any attendance issues.

##### **Timetables**

Individual instrumental teachers and Rocksteady leaders are expected to organise their own timetables, ensuring that lesson times rotate sufficiently to avoid children frequently missing the same lessons. Peripatetic/Rocksteady teachers must email timetables to the Music Coordinator and parents/carers. The Music Coordinator will then share timetables with class teachers and the school office.

##### **Music Exams**

Consent from parents/carers should be sought before entering a child for an exam. The cost of the exam and any additional expenses should be made clear to the parents/carers.

When the date of the examination comes through, it must also be made clear to parents/carers that it is their responsibility to arrange transport to the examination centre if the venue is an external one.

### **Reports**

Peripatetic teachers are expected to either issue a progress report in the summer term or update parents/carers of progress via email or verbally as and when deemed necessary. Rocksteady provide regular feedback via their portal. Parents/carers may also speak informally with the Rocksteady leaders after concerts or email Rocksteady to request feedback on their child's progress.

### **Performing**

- Rockmount strives to provide opportunities for children to perform. Teachers should inform the Music Coordinator of any pupils that are keen to perform at school events such as school concerts, during music class or in assemblies.
- Peripatetic teachers are encouraged to provide some kind of opportunity for their pupils to perform. This could be in the form of performing to the pupil's class, organising a concert, sharing films/audio with parents/carers or class.
- If peripatetic teachers wish to host a concert for parents/carers to attend they will need to liaise with the Music Coordinator first.

### Rockmount will support peripatetic staff as follows:

- i. Lessons can only be terminated by written notification from parents/carers to the instrumental teacher, a copy of which should be given to the school. A minimum of half a term's notice must be given or parents/carers will be expected to pay for a further half a term.
- ii. Swapping between instrumental teachers for the same instrument (piano) is not permitted. If parents/carers wish to swap teacher they will be expected to join the waiting list again (even if this is for the same instrument).
- iii. If the teacher misses a lesson, it is made up during the term or the cost of the lesson reimbursed by the teacher.
- iv. If a child misses a lesson due to absence or forgetting their instrument, payment is not refundable and the teacher is under no obligation to make up the lesson.
- v. Similarly, lessons missed due to school trips or events will not normally be rescheduled, as these are outside the teacher's control and may not be possible to rearrange. However, where parents/carers are aware in advance of a school trip or event that may affect a lesson, they are asked to inform the teacher at least 2 school days in advance. Where sufficient notice is given, every effort will be made to reschedule the lesson where possible, subject to timetable availability.
- vi. Payment must be made in advance to the individual teacher, CMA or Rocksteady according to their terms. If payment is not received your child may forfeit their place.

### **14. Equality of access**

All pupils are entitled to participate in instrumental tuition regardless of their age, gender, ethnicity or ability.