

# SERVICES FOR SCHOOLS 2013/14



A Partnership for Music Education across Berkshire

## WELCOME

In this brochure you will find details of some of the music services available to your school:

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**ARTS COUNCIL  
ENGLAND**



## **The Berkshire Music Hub exists to**

- ensure that all children and young people can access and enjoy high quality music education
  - offer and further develop an innovative, sustainable range of creative and performance opportunities, working with schools and a wide range of professional and voluntary sector partners
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## **About the Partnership**

The partnership is led locally by Berkshire Maestros, a registered charity (Charity no. 284555), that offers children and young people a comprehensive range of exciting opportunities in music, working in close partnership with a number of professional, amateur and voluntary organisations locally, regionally and nationally.

Children access services both in schools and at local music centres. Children who learn to play or sing through Maestros or an approved partner are entitled to reduced price membership of ensembles in music centres and reduced cost loan of an instrument.

Fee remissions are available to families using Government funding and through Maestros' 'Sponsor a Child' scheme.

Children in the Care of the local authority are entitled to a free instrumental lesson. This is usually purchased directly from Maestros by the school who then reclaims the money from the Local Authority.

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## **Benefits of working with the Berkshire Hub**

By accessing tuition from the hub, children and young people also access through Berkshire Maestros the benefits of one the country's most respected music education organisations. This includes music centre provision; an instrument loan scheme; a music library; a live music programme and much more.

Our staff:

- comply fully with statutory requirements with regard to safeguarding children
- are subject to a rigorous recruitment, induction and training programme and participate in a structured performance management programme.

Their teaching is monitored systematically and they can access a comprehensive programme of support and development.

Over time, we have built a national reputation for excellence with many students going on to a career in music and others gaining a lifelong love of music.

The Berkshire Hub fully recognises its responsibilities for child protection and ensure we practise safe recruitment in checking the suitability of staff and volunteers to work with children. Full details of our policy can be viewed on our website [www.berkshiremaestros.org.uk](http://www.berkshiremaestros.org.uk)

## Services currently available from the Berkshire Music Hub

### Schools can select and purchase:

Support for National Curriculum Music Teaching

In-school advice, support and review

Live music in schools

Singing School initiative

Pre-School, Foundation Stage and Key Stage 1 curriculum provision

Theory of music and aural development classes and exam booster courses

PPA music cover

Instrumental teaching:

- Brass
  - baritone horn; cornet; euphonium; French horn; tenor horn; trombone; trumpet; tuba.
- Guitar
  - Acoustic; bass; classical; folk; pop and rock, ukulele.
- Keyboard and piano
- Percussion
  - Classroom percussion; drum kit; orchestral percussion; world percussion.
- Strings
  - Cello; double bass; viola; violin; electric string quartet.
- Woodwind
  - Bassoon; clarinet; cor Anglais; flute; oboe; piccolo; recorder; penny whistle, saxophone.
- World Music
  - Djembe; Dhol; Gamelan; Samba; Steel Pans; Tabla.
- Voice (all styles)

Ensemble direction

Music library hire

Instrument hire

Staff training courses

Pupil workshops

DJ-ing

Music Therapy

**And so much more ...  
just ask!**



## Whole Class Ensemble Programme: In2music



This provides every child in a Key Stage 2 year group with the experience of learning to play a musical instrument free of charge for two terms. Options for the third term include parent purchased tuition as well as an opportunity for the school to pay for the extra term for all.

*“Geoffrey Field pupils have benefited in a variety of ways from the inspirational teaching of a tutor who has worked across the school for a number of years. Being part of the wider opportunities initiative has been a natural extension of this work. To see every child in Year 4 learning to play a brand new instrument has been terrific and to have the initiative led by a tutor who has already won the respect of all staff and pupils has made the experience especially fruitful. In short, the programme is increasingly central to our children’s musical development and enjoyment.”*

**Geoffrey Field Junior School**

The Government has made available funding to ensure that every child benefits from learning to play a musical instrument at some stage during his or her schooling.

Each child is provided with an instrument to use. There is a small maintenance charge for those students who wish to take the instrument home to practise.



## Schools' bought-in Instrumental and Vocal Tuition

- ✓ We deliver high quality music tuition.
- ✓ Children can learn to play a wide range of instruments including singing.
- ✓ Lessons generally take place in schools during the school day.
- ✓ All teachers are subject to regular evaluations and monitoring by senior staff and receive regular in-service support and training to maintain our high standards.
- ✓ We comply fully with all statutory requirements with regards to safeguarding.



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### How can I promote instrumental tuition in my school?

The simplest way is to buy in one or more teachers and then you decide how best to use the time. As long as you commit to at least one hour per week for the whole year we can keep the cost of that tuition down to £1527 per annum (£509 per term)<sup>1</sup>. *So for example 12 children could start learning to play a brass instrument in two groups of 6, each for half an hour. It would therefore cost the parent or carer only £43 per term for their child to have lessons.* Your school would be responsible for the administration of the scheme and for ensuring that children turn up to their lessons. We would guarantee at least 30 lessons per year and aim to deliver 33 sessions where possible.

### What support is available for gifted and talented musicians?

We offer free assessments of the most talented young musicians. The partnership currently maintains a Register of Exceptional Musical Ability to help support and nurture the progress of the most able young musicians. This is supplemented by our Academy Scheme. Government funding is used to reduce the cost of accessing these programmes. Additional financial support is also available for the most disadvantaged. For further details of our programmes please contact Lynne Ellis (see staff contact list)

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<sup>1</sup> One teacher per hour, per week, per year. We guarantee 30 sessions and aim to deliver 33.

## How can we help with transition between schools?

Research demonstrates that children are most likely to give up learning to play an instrument on transition between schools. The partnership can assist schools in creating transition learning programmes across phases. For example children from across Thatcham in West Berkshire attend the Kennet Academy every Wednesday evening for fun sessions of instrumental ensemble learning led by instrumental specialists.



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## Do we have to provide instruments?

Not if you don't have them. The partnership has a large range of instruments for loan at a very reasonable rate.

## **What other alternatives are there?**

Parents can purchase tuition directly from Maestros or other partner organisations. If there are sufficient numbers wishing to learn in your school then we can provide this on your site. If not, we organise a number of local music centres that operate Saturday mornings and after school. We can provide leaflets for you to give out to parents and pupils.

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## **Can all parents be charged for tuition?**

If the course forms part of the statutory curriculum as is the case with the In2music programme, then no. Also, children in the care of the Local Authority cannot be charged for tuition. The costs for these children are paid for by the Local Authority. Berkshire Maestros can make arrangements to ensure that the billing arrangements for this tuition allow for the anonymity of Looked After Children to be respected.



## My school has been taking part in the First Access Programme In2music. What happens next?

Basically there are three choices:

- All of the children could continue. It would cost you £1527 per instrumental teacher per year<sup>2</sup>. Please discuss with your Partnership Area Senior Leader the number of staff you would require.
- You could find out how many children wish to continue and then buy in the amount of teaching to cover those numbers and then ask parents to contribute, fully or partially, to the cost of the tuition. Typically you would try to group children from between 5 and 8 per group per half an hour to make this economically viable.
- You give out leaflets to children who are interested in continuing and ask parents to purchase tuition from Maestros or an approved partner directly.



### I want to buy in tuition – what do I do next?

Fill in the Service Request Form and return to the Hub Lead Organisation, Berkshire Maestros, as soon as possible. For tuition starting in September, this is usually before the end of June. At this stage this is not a binding agreement but allows appropriate staffing to be planned. A senior member of staff will then make contact with the school to discuss the requirements more fully.

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<sup>2</sup> One teacher per hour, per week, per year. We guarantee 30 sessions and aim to deliver 33.

## **Support to Schools for all aspects of Music Education**

The partnership has reached agreement with the Oxfordshire Music Hub, and Reading and Oxford Brookes Universities to pool resources to create the largest and most effective body of music education expertise in the Country.

### **What we can offer**

- Access to a comprehensive local and regional network of CPD opportunities including an annual 'partnership music education conference'
- Consultancy advice to Headteachers, Subject Leaders and teachers; analysis of practice within the music subject area with a specific focus on how to raise achievement and access to music
- Support for schools preparing for Ofsted inspections, including subject reviews
- Assistance with planning effective, appropriate and pupil centred music Schemes of Work, modules, units of work and lessons
- The option to purchase from the partnership music curriculum specialist staff providing high quality music teaching and learning. We have experts in all areas including A level and GCSE music as well as Early Years, Key Stages 1, 2 and 3
- Assistance with moderation and standardisation of pupil coursework, composition and performances to exam board requirements
- Practical advice on exam preparation and 'how to improve pupil attainment' from an experienced GCSE teacher – moving D grades to C!
- Support for your own teaching staff in the planning, implementation and delivery of a complete 2 year GCSE course and A level courses
- Support and advice for a new subject leader; specific middle management training
- One-off workshops or lessons for individual students or groups of students; lessons to introduce new composition topics or refine and redraft existing pieces of coursework
- Expert advice on further opportunities and careers in music; 6<sup>th</sup> form, higher education – university and music college, pathways and possible routes to musical career, skills required for positions in the world of music and the arts

### **How we could work**

- Schools contact the lead organisation Berkshire Maestros to request provision and indicate specific requirements. The work would be allocated to the preferred provider and the school would pay the provider on completion of the work.
- Sessions can be for one hour, an afternoon, a whole day or even a series of sessions

## Curriculum Specific Expertise

### Lynne Beck

- Bracknell Forest Primary Advisory teacher-Music with specialisms in: assessing musical progress (Key Stages 1-4); planning schemes of work; approaches to creative composition (all key stages)

### David Congdon

- Expertise in the primary music curriculum, primary music technology, recording studio design, audio visual and public address systems

### Lynne Ellis

- Expertise in music learning Key Stages 3 to 5; curriculum development including schemes of work; preparation for and assessment of external exam students; departmental review, strategic planning and development

### Nils Franke

- Expertise in instrumental teaching and learning, ITT music teacher training, professional development for musicians

### James Garnett

- Expertise in music learning key stages 3-5; curriculum design; music technology; and staff development

### Peter Hunt

- Expert in music teaching from Early Years to sixth form; Choral Animator and vocal expert for projects and large-scale singing events; First Access Programme teaching and course planning; teacher observation and in-service support.

### Philip Litchfield

- Expertise in music learning key stages 1 to 5; subject review and leadership; staff appointments; music department design

### Tony Mealings

- Leadership of music; subject review and music curriculum development key stages 1 to 4; music technology

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**Consultancy from the Partnership is available at just £500 per day or £100 per hour. This includes preparation and report writing.**



## Whole Class Music Teaching at KS1 & KS2

- ✓ We employ a number of fully qualified and experienced class music teachers
- ✓ These staff can be used by schools to deliver the music National Curriculum
- ✓ The staff can also be used to act as music subject leader
- ✓ The staff can provide expert advice on resource requirements for curriculum music

### How can I use one of these staff?

We sell their time in half day blocks. This would cost £4581 for a member of staff for half a day each week for a year. You can use their time to teach whole classes or alternatively you could use part of their time on a regular basis for other activities such as whole school subject leadership.

## Curriculum Teaching in Secondary Schools (KS3, 4 & 5)

In Secondary schools, we offer bespoke packages to cover Key Stage 3, GCSE and A Level teaching. Please contact us to discuss this further.

### What if I want the member of staff to run a lunchtime or after school choir or ensemble?

We would attach an extra hour of their time charged at £1527 for the whole year.<sup>3</sup> This would include a 45 minute rehearsal as well as planning and preparation.

We can also assist by offering musical expertise in preparation for concerts, musical theatre; judging and adjudicating music competitions and events.



<sup>3</sup> In Primary Schools, One teacher per hour, per week, per year. We guarantee 30 sessions and aim to deliver 33.

## Singing

*“Singing is at the heart of effective music learning. To learn to sing is to learn to live. To sing as part of a group is to make the most of living.”*

Following the success of ‘Sing Up’ The partnership is able to ensure the legacy of the programme with a number of enhanced programmes and training.

We want singing at the heart of every primary school. Learning through singing links body and mind, promotes social learning, teamwork and problem solving, and is great fun.

We provide training opportunities for school staff; a full programme of vocal development activities for children and young people.



We employ a number of the country's leading experts in a range of singing styles and genres. Indeed one of our staff has visited both the USA and Australia to give advice and training to teachers on promoting singing. If you or your school would welcome a visit from one of our singing staff, please contact us using the service request form.

**We specifically offer:**

- Cluster singing mornings
- Junior Music Festivals
- Secondary singing workshops
- Choir leadership
- Twilight training sessions

## **What large scale events and festivals are available?**

In each local authority area there are events for large numbers of primary age children to sing and make music together at prestigious venues.

Every second year, the partnership organises a 'Curriculum Fest' such as Brass Fest to involve all learners across the County in that curriculum area.

The partnership organises large scale 'Play Days' and ensemble workshops to give opportunities for children to play and/or sing together.

The partnership offers opportunities to work with visiting professional choirs and singers and to participate in prestigious choral events. For example on March 11th 2014 Maestros will be organising a major choral concert at the Royal Albert Hall to involve more than 1500 children and young people from across Berkshire.

# Live Music in Schools

We bring live music into your school and help children enjoy the thrill of listening to and getting involved with music.

## What we offer

- Bespoke concerts to nursery, special, primary, middle and secondary schools
- First class teachers providing live music of the highest quality
- A carefully developed programme, featuring varying instrumental families and musical styles, appealing to children of all ages
- Highly interactive - often including a 'hands-on' session for some, or all of the children
- Opportunities to involve a Maestros ensemble in your school concert

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## How the concerts work

- Concerts are approximately 50 minutes in length
- Three or four of our musicians will perform a number of pieces, explaining how the music works, and bringing it to life. We can also arrange for smaller scale concerts featuring just one musician.
- They will talk to the children (typically whole key stages) about the instruments that they are playing and the music that they have chosen.
- Our teachers will bring along some literature about starting lessons and becoming involved with the Music Partnership.

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## Reactions

*"Please pass on our grateful thanks to the String Quartet for the lovely string concert they played for the children. It was a splendid starter for our Arts week."*

**Whitley Park Infant and Nursery School**



## How much does a concert cost?

A concert visit usually costs £275. One off events featuring one member of staff can be arranged at other times of the year and normally cost £75 per session to include the necessary planning.

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## How can I arrange a concert in my school?

Use the Service Request Form in this pack to request one or more concert visits or alternatively, contact your local Area Senior Leader via Naomi Hinton, Services to Schools Officer (see staff list).



## What music workshops are available for my school?

As well as vocal workshops and singing mornings, a wide range of world music workshops are available from partner organisations

## Open evenings / afternoons (Secondary schools)

As part of the everyday work that we do in supporting schools, we are always available to attend open evenings, afternoons or special events where schools would like specialist extra-curricular music advice on hand.



A representative from the Partnership will come to your school to answer any queries from parents/students as well as providing information about what we can offer in your school and at our Music Centres. It is also possible to arrange for a member of staff to give presentations to parents. This service is generally provided free of charge.

To find out more about this service or to arrange for us to come to your school, please contact Naomi Hinton, Services to Schools Officer (see staff list).

## Instrument/Equipment hire

As part of our policy of trying to reduce costs to parents, we have a number of instruments available to loan to children we teach at a cost of just £1 per week (max. £30 per year). This covers the instrument insurance as well as repair and maintenance. Any surplus money is invested in new instruments for other children in the Partnership area.

## Music libraries, instruments and equipment

We have an extensive sheet music library containing music for virtually every instrument, and an enviable collection of choral music. Pieces - and occasionally individual parts - can be hired from the library for a small charge. Please contact our Instrument and Library Co-ordinator (see staff list).

## Children with special educational needs

The Music Hub has a network of expertise across a wide range of special educational needs including leading instrumental learning. Programmes of regular work with individuals or small groups of children can be accessed in the same way as described in the Instrumental Learning sections of this brochure.

We are keen to promote buddy choirs in which children from special schools work with and sing with children from mainstream schools.

Bespoke programmes of music development are available from the Hub.

## Music Therapy

Music Therapy is a versatile and dynamic method of bringing about change, improvement and a greater quality of life and has been proven to be effective for all kinds of needs, including severe and complex behavioural difficulties. It is a recognised professional intervention across the UK, typically used with children and adults with additional needs. Practitioners work in schools, hospitals, therapy units and a variety of social intervention units. Music Therapists receive a thorough post-graduate training and are then also required to maintain ongoing independent supervision, registration with the Health Professions Council and membership with the Association of Professional Music Therapists. In addition they hold an enhanced CRB certificate.

The Music Therapy process involves developing a therapeutic relationship between a therapist and child over a period of weeks, months or years, according to their particular requirements. With the set conditions of a neutral space and consistent time, the therapist encourages a variety of different ways of making music, and uses their own improvisation skills to help support the child in their music making. The therapist aims to work with the contributions of the child in order to extend their ability to concentrate, respond, physically and emotionally interact or to deal with unmanageable behaviours. The therapist is trained in a variety of psychological and musical techniques that allows for a flexible way of working. Sessions can be for individuals, families or groups.

In addition to this, the therapist liaises with other carers and professionals involved in the wider team. Regular feedback is offered as well as consultancy regarding their ongoing progress as well as an end of term or end of therapy report. These have been utilised for various needs, including contributing to diagnoses of conditions, referrals to paediatricians, as well as providing expert advice to parents and teams involved with psycho-social meetings, annual reviews and individual education plans.

For further information on making a referral please contact: **Philip Litchfield** (See staff list).

## **Assisted Instrument Purchase Scheme**

This scheme enables pupils at publically funded schools to purchase instruments VAT free and has the full approval of HM Revenue and Customs. Please note that this is a purely voluntary scheme and Local Authorities are free to operate in different ways. Contact your Local Authority to find out more.

### **What criteria must be satisfied to comply with HM Revenue & Customs rules?**

- A pupil must be in full-time education at a Local Authority School
- A pupil must be receiving tuition at the school as part of their curriculum or via a recognised music service (such as Berkshire Maestros)
- The instrument must be appropriate to the pupil's needs
- The instrument must be portable
- The sale transaction must take place on educational premises
- The instrument must be charged to the parent/carer at or below the schools cost (excluding VAT)

### **How does the instrument scheme work?**

1. The pupil selects the instrument of their choice in consultation with their instrumental teacher
2. The parent/carer places an order with the school and pays the school the ex-VAT price
3. The school places an order with a participating retailer for the required instrument
4. The instrument is delivered to the school along with an invoice which includes the VAT in the price
5. The pupil collects their instrument from the school
6. The school reclaims the VAT element in the usual way

### **Additional points**

- Schools may wish to set a minimum value for instruments purchased through the scheme, as they may feel that the saving made on purchasing a cheap instrument does not warrant the administration involved.
- Schools may wish to make an administration charge to cover the costs of administering the scheme. In practice, some schools make such a charge, but others see the purchase as of wider benefit to the school - e.g. in anticipation that the pupil will use the instrument in school concerts etc, and elect not to make a charge. This is at the discretion of individual schools.
- As the school is selling the instrument to the parents, the school will be responsible for ensuring that the instrument ordered is fit for purpose, of suitable quality and with no defects when it arrives at the school. The supplier will have similar responsibilities to the school.
- As the school is the initial purchaser it will have the benefit of any warranty/guarantee. Therefore the school will usually need to assign the benefit of this to the parents, so it will be necessary to check that the guarantee can be assigned with the supplier.

## Introducing our key partners:

### **Alicia Davies**

In school workshops focusing on African music traditions; one-off and short projects for Black History Month; Live music performances within West African Traditions.

[aliciamdavies@yahoo.com](mailto:aliciamdavies@yahoo.com)

[www.baobabtree.org.uk](http://www.baobabtree.org.uk)

### **BBC Singers**

Support for large scale secondary vocal projects

### **Corn Exchange**

The major venue for live arts work in West Berkshire. The Corn exchange leads and promotes a number of education workshops.

### **Culture Mix**

Access to Caribbean Carnival culture including setting up a band; curriculum based steel pan music lessons; workshops; presentations; demonstrations; tutor training; instruments; head dress making; flags; banners; storytelling; procession dance; Reading All Steel Percussion Orchestra - RASPO.

[mary@culturemixarts.co.uk](mailto:mary@culturemixarts.co.uk)

[www.culturemixarts.co.uk](http://www.culturemixarts.co.uk)

### **New Mozart Orchestra**

Live concerts and workshops in schools. Led by a team of professional performing musicians the New Mozart Orchestra will visit schools to bring music to life for whole Key Stage audiences.

[nmotrust@aol.com](mailto:nmotrust@aol.com)

### **Readipop**

Is a music and arts charity based in Reading that makes a positive difference to the lives of people in need. It has a strong reputation for delivering innovative and engaging arts projects and believes creativity is vital for a fulfilled life

[creativedirector@readipop.co.uk](mailto:creativedirector@readipop.co.uk)

[www.readipop.co.uk](http://www.readipop.co.uk)

### **Reading University**

The leading university for music education in the South of England.

### **Southern Sinfonia**

Workshops and performances side by side with this professional chamber orchestra, expertise in activities for gifted and talented musicians, in school workshops - junior and secondary.

[info@southernsinfonia.co.uk](mailto:info@southernsinfonia.co.uk)

[www.southernsinfonia.co.uk](http://www.southernsinfonia.co.uk)



## Service Request Form

School	
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Contact Name	
Phone number	
Email	

### Music Services required for 2013/2014

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Signed	
Position	

**Please return to Naomi Hinton at:**

Berkshire Maestros, Stoneham Court, 100 Cockney Hill, Reading, Berkshire RG30 4EZ  
E: [naomihinton@berkshiremaestros.org.uk](mailto:naomihinton@berkshiremaestros.org.uk)

A member of the Berkshire Hub will contact you to discuss and confirm your requirements.



## Staff List

### Berkshire Music Hub Lead Organisation Head Office

Position	Name	Telephone
Chief Executive	Philip Litchfield	07759 882468
Deputy Head	Lynne Ellis	07967 202239
Deputy Head	Peter Hunt	07866 770018
Finance Manager	Fay Martin	0118 901 2382
Services to Schools Officer	Naomi Hinton	0118 901 2374
Head of Staffing & Courses	Dawn Garside	0118 901 2356
Head of Customer Administration Services	Colin Ming	0118 901 2372
Instrument and Library Co-ordinator	Maxine Snape	0118 901 2355
County Activities Manager	Carol Holliday	0118 901 2354

### Area Senior Leaders

*Area Senior Leaders work in partnership with schools to develop a comprehensive music education provision for all children and young people in that area.*

Position	Name	Telephone
Area Senior Leader - Bracknell Forest	Hilary Smethurst-Evans	01344 782970
Area Senior Leader - Reading	Rhiannon Greenaway	07825 778812
Area Senior Leader - RBWM	Caroline Owen	07970 557607
Area Senior Leader - West Berkshire	Rebecca Berkley	07795 213952
Area Senior Leader - Wokingham	James Baker	07801 639794

### Curricular Heads

*Curricular Heads are responsible for ensuring the highest standards of teaching and learning within their curriculum area as well as leading pedagogical debate and improvement within that area.*

Position	Name
Head of Brass	Rob Croft
Head of Guitar	Steve Christmas
Head of Keyboard	Lynne Ellis
Head of Percussion	Andy Leask
Head of Strings	Jonathan Burnett
Head of Voice	Louise McGahon
Head of Woodwind	Catherine Millar
Leader - Exceptional Musical Ability	Caroline Woodhouse

Each member of staff can be emailed directly using the following format:  
forenamesurname@berkshiremaestros.org.uk

