



PADUA
COLLEGE

CO-CURRICULAR PERFORMING ARTS PROGRAM

INFORMATION HANDBOOK 2025



INSTRUMENTAL MUSIC PROGRAM

Padua College provides students with the opportunity to engage in a dynamic Instrumental Music Program, thoughtfully designed to offer a diverse range of options and musical pathways. Our aim is to support students in their musical pursuits, regardless of the style they wish to explore.

The Instrumental Music Program at Padua College accommodates a wide range of musical interests, including classical, jazz, pop, rock, and ensemble performances. We are confident that participating in music will be a fulfilling and enriching experience for our students, contributing significantly to their overall education at Padua.

PROGRAM STRUCTURE

There are three main streams in which students may participate:

1. Instrumental Music Lessons
2. Ensemble Program - Concert Bands, String Ensembles, Vocal Groups
3. Contemporary Bands Program – Year Level Rock Bands, Stage Band, Groove Orchestra

1. INSTRUMENTAL MUSIC LESSONS

LESSONS ARE AVAILABLE ON THE FOLLOWING INSTRUMENTS

Strings:	Violin / Viola / Cello / Double Bass
Woodwind:	Flute / Oboe / Clarinet / Saxophone / Bassoon
Brass:	Trumpet / Trombone / Euphonium / Tuba / French Horn
Guitar:	Acoustic/ Electric
Bass:	Electric Bass / Double Bass (Acoustic)
Percussion:	Drum Kit / Percussion
Voice:	Contemporary / Classical
Piano/Keyboard:	Contemporary / Classical (individual lesson only)
Piano/Voice:	Combined lesson (individual lesson only)
Guitar/Voice:	Combined lesson (individual lesson only)
Speech & Drama	Individual (& small group lessons for Year 7 only).

SPEECH & DRAMA LESSONS

Our new Speech & Drama program offers students from Years 7 to 12 the opportunity to develop their acting, public speaking, and presentation skills. Lessons are available both individually and in small groups for Year 7 students only, tailored to meet the needs of each student. Participants will engage in a variety of activities designed to enhance their verbal fluency, self-confidence, and creative expression. The program also prepares students for external examinations (Trinity/AMEB) and provides support for those interested in VCE Theatre Studies, Drama, or auditioning for theatre roles.

LESSON COUNT AND MUSIC TUITION FEES

An annual quota of 30 lessons is provided in three blocks of 10 lessons each. Music Tuition Fees will be charged on **27 February 2025, 01 May 2025 and 31 July 2025** (independent of School Fees).

Students enrolling late may be billed at a pro-rata basis. Confirmation of enrolment is subject to availability and payment of the appropriate Tuition Fees.

Students may be offered additional lessons in Term 4 (at a per lesson cost) if their annual quota has been completed and sufficient time is available.

Sessions conducted for VCE/VET Music students as part of exam preparation or for assessing and providing performance feedback will be counted towards the annual quota.

LESSON TYPE	10 LESSON BLOCK	ANNUAL FEE
Shared 30-minute with 1 other student*	\$307.50	\$922.50
Individual 30-minute	\$480.00	\$1440.00
Individual 45-minute	\$720.00	\$2160.00
Individual 60-minute	\$960.00	\$2880.00
Year 7/8 Band & Strings Program	\$154.00	\$462.00

**Shared lessons are only suitable for Year 7-9 students. If a student cannot be matched with someone of similar experience and ability for a shared lesson, they will be offered an Individual 30-minute lesson at the applicable rate.*

ENROLMENT PROCEDURES

Please complete the attached enrolment form and return to Campus Reception or Mornington's Performing Arts Office.

LESSON TIMES

Students are expected to arrive punctually and be adequately prepared for their lessons. Lessons are scheduled during school hours on a rotating basis to ensure that students do not consistently miss the same class. Fixed lesson times can be arranged through negotiation with the designated Instrumental Music Teacher, with priority given to Senior School students. In the event of an unavoidable excursion or test, students must provide a minimum of one week's notice.

STUDENT ABSENCES

PLANNED absences, either of a personal nature (appointment, holiday etc.) or for a school activity (excursion, camp, test etc.) require **one week's notice** for a make-up lesson to be provided. Please email the Music Office (music@padua.vic.edu.au) and your child's Instrument Music Teacher with details of the absence.

UNPLANNED – in the case of illness etc, please email **the Music Office** (music@padua.vic.edu.au) and **your child's Instrumental Music Teacher** by **8.00am** on the day of the scheduled Music lesson.

Lessons missed by students without adequate notice will forfeit the cost of the missed lesson and a make-up lesson will not be provided.

TERMINATION OF LESSONS

To terminate Instrumental Music Lessons, a minimum of **five (5) weeks' notice** is to be provided **prior to the next billing period**. If less than five (5) weeks' notice is provided, a pro-rata fee will be charged in the next billing period. Written notice of termination should be emailed to the Director of Performing Arts (music@padua.vic.edu.au). Instrumental Music Fees are not refundable except at the discretion of the Director of Performing Arts.

CHANGE OF INSTRUMENT OR TEACHER

Changes to instrument or instrumental music teachers will only be considered at the beginning of a new semester. Please submit your request in writing, addressed to the Director of Performing Arts for review. We kindly request a notice period of three weeks.

INSTRUMENTAL STORAGE AND INSURANCE

All instrument cases **MUST** be labelled with the student's name and telephone number. The College cannot take any responsibility for instruments owned by students if lost, stolen or damaged. We strongly recommend that instruments are covered by a suitable insurance policy.

The Mornington Performing Arts Centre provides instrument lockers for Music students. Students can visit the Music Office in the Performing Arts Centre to have a locker allocated. Safe storage spaces are available at the Rosebud and Tyabb Campuses.

PADUA PERFORMANCE PROGRAM & CULTURE

Throughout the school year there are a variety of performance opportunities for these performers including Rock Concerts, Band Festivals, Gala Concerts, Soirees, Assemblies, Festivals, lunchtime concerts, College Productions, talent quests and liturgical events. Participation in events such as these provides students with the opportunity to build self-esteem in a performance environment. These performances often become a highlight of their College life.

All students enrolled in Instrumental Music Lessons or Voice Tuition at the College are required to participate in the College Ensemble and Bands Program. This entails availability for membership in the suitable Ensemble, Band, Rock Band, or Vocal Group. Rehearsal schedules for these ensembles will be established at the beginning of the school year, following the finalisation of staffing. Please note that some ensembles may require an audition for participation.

2. ENSEMBLE PROGRAM

YEAR 7 & 8 - TRAINING BAND AND JUNIOR STRING ENSEMBLE

Padua College offers Year 7 & 8 students the opportunity to participate in the Training Band or String Ensemble Program. Students who wish to learn one of the instruments listed below are offered a **50% discount** on instrumental lessons in Years 7 & 8. Instruments included:

Woodwind (*Flute, Clarinet, Saxophone, Oboe, Bassoon*)

Brass (*Trumpet, Trombone, French Horn, Euphonium, Tuba*),

Strings (*Violin, Viola, Cello, Double Bass*)

Percussion (*Timpani, Glockenspiel, Xylophone*)

Bass Guitar **limited positions available*

Piano, Voice and Guitar lessons are not included in this program.

All students receiving discounted lessons **are required to actively participate** in either a Concert Band or String Ensemble. Regular attendance at ensemble rehearsals is essential; failure to attend without a valid reason may jeopardise a student's position in the program. Additionally, students enrolled in the Year 7 & 8 discounted program are expected to commit to the program for the entire school year.

Students will need to provide their own instrument, although some College instruments are available for a modest rental. Students who come into Year 7 with prior musical experience will be placed in a band or ensemble appropriate to their skill and experience.

YEARS 9-12

Students in Years 9-12 who learn a Concert Band or String instrument are encouraged to play in a College band appropriate to their skill level and experience. After graduating from the Training Band Program students can join a campus-based Concert Band, Strings Ensemble and/or Percussion Ensemble. Students may also be invited to play in the College Stage Band or Groove Orchestra. While the ensembles offered may vary from campus to campus, there are relevant ensembles on at all campuses.

VOCAL GROUPS

Each campus aims to create opportunities for students to join a Vocal Group. Vocal Groups are open to anyone who is interested in joining. Students who are studying an instrument or undertaking curricular Music studies are strongly encouraged to join a Vocal Group to further their skills.

3. CONTEMPORARY BANDS PROGRAM

The College offers a wide variety of contemporary instruments and music styles. These range from rock, metal, reggae, pop, funk and R&B through to jazz and fusion. There are many College bands and ensembles in the contemporary program including year level Rock Bands, Stage Band, Groove Orchestra and a variety of student-based bands and solo performers. (Available bands and ensembles may vary according to campus).

Students learning a contemporary instrument at the College are expected to make themselves available to participate the College's Performance Program. Voice students are expected to sing in an appropriate Vocal Group.

CONTACTS

PAUL JENKINS Director of Performing Arts Phone: 5976 0100	SAMANTHA CLOUGH Music Coordinator, Rosebud Campus Phone: 5982 9500
SALLY HICKS Performing Arts Administrative Assistant Phone: 5976 0191 Email: music@padua.vic.edu.au	ANNE-MARIE WILKINSON Music Coordinator, Tyabb Campus Phone: 5978 2700

Please retain this Information Handbook for your record of Terms and Conditions and contact details for each campus.

Instrumental Music Tuition Application Form 2025



Full Name of Student: _____

Year Level/Class in 2025: _____ Campus: _____

Instrument you wish to learn: _____

Padua College offers Instrumental Music tuition both in individual and shared lessons (where appropriate). Please refer to the Instrumental Music Program Information Handbook for full details. To learn an instrument, you will need to have one at home or easily accessible for practice purposes.

Are you a beginner to practical music (please tick)? Yes ☐ No ☐

Year 7/8 Ensemble Program

Padua College offers Year 7 and 8 students the opportunity to participate in the Brass, Woodwind or String Ensemble Programs. Students who wish to learn one of the instruments listed below are offered discounted tuition whilst they are in Year 7 and 8. Students MUST participate in a College Ensemble to receive this discount. Instruments include:

- Woodwind: Flute, Clarinet, Saxophone, Oboe, Bassoon
- Brass: Trumpet, Trombone, French Horn, Euphonium, Tuba
- Strings: Violin, Viola, Cello, Double Bass
- Percussion: Timpani, Glockenspiel, Xylophone
- Bass Guitar: *limited positions available.

(NB: Piano, Voice, Drums and Guitar lessons are not included in this program and are charged at full fees.)

- 30-minute shared lesson with 2 students – 10 lesson block \$154.00 ☐

Instrumental Music Lessons

Lessons are available on the following instruments:

- Strings: Violin / Viola / Cello / Double Bass
- Woodwind: Flute / Oboe / Clarinet / Saxophone / Bassoon
- Brass: Trumpet / Trombone / Euphonium / Tuba / French Horn
- Guitar: Acoustic / Electric
- Bass: Electric Bass / Double Bass (Acoustic)
- Percussion: Drum Kit / Percussion
- Voice: Contemporary / Classical
- Piano/Keyboard: Contemporary / Classical (individual lesson only – no shared option)
- Piano/Voice: Combined lesson (individual lesson only – no shared option)
- Guitar/Voice: Combined lesson (individual lesson only – no shared option)
- Speech & Drama Individual (& small group shared lessons for Year 7 only).

Preferred lesson type (please tick):

Shared Lesson (if a student can be matched with someone of similar experience)

- 30-minute lesson with 2 students (Years 7-9 only) – 10 lesson block \$307.50 ☐

Individual lesson

- 30-minute lesson – 10 lesson block \$480.00 ☐
- 45-minute lesson – 10 lesson block \$720.00 ☐
- 60-minute lesson – 10 lesson block \$960.00 ☐

For Office Use Only

Tutor		Own Instrument		Student Code	
Commence Date		Instrument Hire		Serial Number	
Termination Date		Instrument Returned		MM Data Entry	

Instrumental Music Tuition Application Form 2025



Preferred Method of Payment (please tick):

- ☐ Direct Debit utilising bank account details (my details are on the attached authority form)
- ☐ Direct Debit utilising credit card details (my details are on the attached authority form)

2025 Direct Debit/Credit Card dates are: **27 February 2025, 01 May 2025 and 31 July 2025.**

Having read the Padua College Instrumental Music Program Information Handbook, I agree to abide by the conditions and policies of the Instrumental Program as outlined.

I understand that I must provide, in writing, to the Director of Performing Arts, 5-weeks' notice if withdrawing from lessons.

Signature of Mother/Guardian: _____ Date: _____

Signature of Father/Guardian: _____ Date: _____

Signature of Student: _____ Date: _____

Instrumental Music Payment Authority Form – 2025



Name of Student: _____

Credit Card/Direct Debit Authority

I elect to pay the Padua Instrumental Music Program Fees by Direct Debit as selected below, for payment of fees in advance as outlined in the Instrumental Music Program Information for all students listed on my IMP account. I understand this authority will remain in place until I notify Padua of any changes.

BANK ACCOUNT Direct Debit Authorisation

Account Holder's Name/s	
Bank Name	Branch
BSB	Account No

OR

CREDIT CARD Direct Debit Authorisation

Card Holder's Name															
Card Type (circle)	VISA		MASTERCARD				Expiry Date					/			
Card Number															

Name															
Address															
Suburb										Post Code					
Mobile															
Email															

Direct Debit Request Service Agreement

The Account holder authorises Padua College to verify the details of the abovementioned account with their Financial Institution.

The Account holder authorises their Financial Institution to release information allowing Padua College to verify the abovementioned details.

This Authorisation shall remain current until Padua College is instructed otherwise.

The Account holder will be advised of any changes to the Direct Debit agreement.

It is the responsibility of the Account holder to ensure sufficient funds are in the nominated debiting account when the payments are to be drawn. If the due date for payment falls on a non-working day or Public Holiday, the payment will be processed on the previous or following working day.

The Account holder will be notified of any returned unpaid transactions and will be liable to bear the full cost of any Bank Fees or Charges incurred by Padua College due to the return of any unpaid transaction. The Bank Fee or Charge will be charged to the Account holder's Padua Family Account.

All Account holder's records and account details will be kept private and confidential and will be disclosed only at the request of the Account holder or Financial Institution in connection with any claim made to alleged incorrect or wrongful debit.

Signature: _____ Date: _____