



# SATURDAY MUSIC CLASSES

## REGISTRATION FORM: 2017-18



*Please complete using BLOCK CAPITALS and use a separate form for each child*

Child's surname:	Child's first name(s):
Date of Birth:	Male <input type="checkbox"/> Female <input type="checkbox"/>
Present school and year group of applicant:	
Has this child attended Saturday Music Classes in 2016 - 17? Yes / No	
Names of Mother and Father:	
Address:	
	Postcode:
Telephone Number(s):	Mobile(s):
Email:	
I would like this child to attend the following class(es). <i>Please tick as appropriate.</i>	
<b>Group Instrumental Lessons</b>	<b>Group Classes</b>
Violin                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Dalcroze Pre-School <input type="checkbox"/>
Cello                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Dalcroze P1 <input type="checkbox"/>
Clarsach                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Dalcroze P2 <input type="checkbox"/>
Guitar                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Dalcroze P3 <input type="checkbox"/>
Recorder                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Dalcroze P4 <input type="checkbox"/>
Clarineo/Ensemble                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Kodaly Pre-School <input type="checkbox"/>
Clarinet/Ensemble                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Kodaly P1 <input type="checkbox"/>
Trumpet                      Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/>	Kodaly P2 <input type="checkbox"/>
<b>Singing Classes</b>	<b>Theory Classes</b>
Singing P1/P2 <input type="checkbox"/>	Theory Beginner <input type="checkbox"/>
Choir P3 <input type="checkbox"/>	Theory Intermediate <input type="checkbox"/>
Choir P4/P5 <input type="checkbox"/>	Theory Advanced <input type="checkbox"/>
Choir P6/P7 <input type="checkbox"/>	
Choir S1/2 <input type="checkbox"/>	
<b>Other instruments may be available subject to demand. Please indicate below</b>	
Classes will run between 9am and 2pm. If your child is not available for the whole time, please indicate the times which would be suitable (there is no guarantee of a preferred time slot). Please also list siblings attending, along with their classes. <b>Please also let us know if you and/or the applicant have any special needs.</b>	
I give/do not give* my permission for any photographs taken of my child to be used in future publications, brochures, websites, TV and other media coverage etc. (* please delete as appropriate).	
Signature of Parent or Guardian:	Date:
<b>FOR OFFICE USE ONLY</b>	<b>SAGE REF</b>
Class offered:	Time:
Class offered:	Time:
Class offered:	Time:

Please return this form to:

The SMC Co-ordinator, St Mary's Music School, Coates Hall, 25 Grosvenor Crescent, Edinburgh EH12 5EL

### Safety Rules

We ask for your co-operation in observing the following rules which help to make St Mary's Music School a safe and pleasant environment for all our children.

PLEASE

- **do not bring cars into any part of the school grounds, even for a moment**
- use the door by the Chapel as your entrance to the building
- use the Dining Hall as your waiting area
- keep any children who are not involved in a class with you
- do not leave any obstruction eg prams or musical instruments, in corridors or stairways
- supervise your children if they are playing in the grounds
- observe signs and do **not** go upstairs
- consume food and drink only in the Dining Hall, not in the corridors or classrooms
- respect the privacy of St Mary's Music School pupils, many of whom are boarders at Coates Hall

**Please note that by returning your payment, you are agreeing to observe these rules.**

For the protection of pupils and staff, a CCTV system is in use in the school building and grounds.

### Procedures

Classes finish promptly – please arrive in good time to collect your child at the end of their class. Please wait outside the classroom until you are invited to go in by the teacher.

If you are delayed, your child will wait in the class for 5 minutes. After this time, your child will be escorted to the school office from where you can collect them.

If your child wishes to use the toilet during class, a class helper will accompany them.

If any problems arise during the class, the teacher will attend to your child while the class helper assists with other pupils.

### Car Parking

Please note that young children may be near the school entrances and no cars are permitted in or out of the car park between 9am and 2.30pm on Saturdays. Parking is for **STAFF ONLY**.

There is on street parking available near the school, but it is limited and traffic wardens work in the area on Saturdays. Fortunately, the school is very well served by public transport.

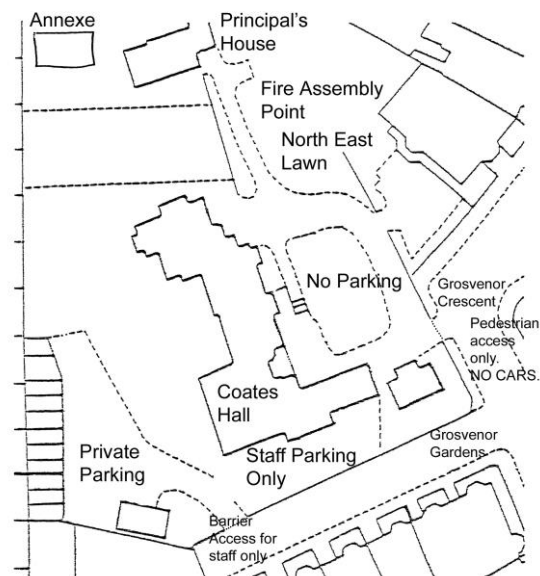
### Fire Safety

In the event of the Fire Alarm sounding, teachers will guide their classes safely and quickly to their assembly point. Parents who are in the school should leave the building by the nearest exit and proceed to the North East Lawn with any children who are not in class. Please stand away from the doors in order to allow others to leave the building. Please assemble on the North East lawn beside the Principal's House. See map below.

DO NOT attempt to collect your child from their class/group as this will considerably delay the clearing of the school.

DO NOT remove your child from their class/group – staff will inform you when you may collect them from their class/group.

DO NOT return to the building until the all clear has been given by a member of staff.



ST MARY'S MUSIC SCHOOL