



# St Mary's Music School

EDINBURGH

# Application Form

As part of the St Mary's Music School admissions procedure, we require certain pieces of information in order that we can process your application. The details of why this information is necessary, how it will be processed, how and where it will be stored and for how long it will be retained are set out in the St Mary's Music School Admissions Privacy Policy available on our website [www.stmarysmusicschool.co.uk/apply/](http://www.stmarysmusicschool.co.uk/apply/).

**Type of Application**     Advisory     Instrumental     Chorister

## 1. Personal Details

<b>Surname of pupil:</b>			
<b>Forename(s):</b>			
<b>Date of Birth:</b>		<b>Male</b> <input type="checkbox"/>	<b>Female</b> <input type="checkbox"/>
<b>Current address and post code:</b>			
<b>Nationality:</b>			
<b>If the pupil has not always lived in the UK, please state the date they arrived to live in the UK:</b>			
<b>Is English the pupil's native language?</b>	Yes / No		

<b>Name of Parent</b>			<b>Title:</b>	
<b>Home address and post code (if different from above):</b>				
<b>Email address:</b>				
<b>Telephone:</b>	<b>Day:</b>		<b>Evening:</b>	

<b>Name of Parent</b>			<b>Title:</b>	
<b>Home address and post code (if different from above):</b>				
<b>Email address:</b>				
<b>Telephone:</b>	<b>Day:</b>		<b>Evening:</b>	



**2. Current School & Entry Information** (we will inform you prior to contacting the applicant's current school)

<b>Name, address and post code of current school:</b>			
<b>Name of Headteacher:</b>			
<b>School email address:</b>			
<b>Present Year of School:</b>			
<b>If S3 (Year 11) and above, what subjects are being taken</b>			
<b>Year &amp; term of proposed entry</b>		<b>Boarding place requested:</b>	Yes / No

**3. Musical Information** (please note composition is considered an instrument)

<b>Instrument:</b>	(First Study)	(Second Study)
<b>Length of study:</b>		
<b>Examinations taken:</b>		
<b>Additional activities:</b>		
<b>Current teacher:</b>		
<b>Frequency of lessons:</b>		
<b>Musical reference enclosed (see notes):</b>	Yes / No	Yes / No
<b>Additional musical studies including any academic music studies, theory lessons and results.</b>		



## 4. Supporting your child

We are committed to promoting equality of opportunity throughout our admissions process: please note that information provided in this section will not be shared with the audition panel.

**In order that we can provide the right environment and support for your child, please give details of any Additional Support Needs they may have.**

Please tick if you child has received Additional Support for Learning:	<input type="checkbox"/>			
Please tick if your child has been referred to an Educational Psychologist, Speech and Language Therapist or any other agency.	<input type="checkbox"/>			
If you have ticked above, please give details.				
Please tick any Exam Assessment arrangements your child receives:	Word Processor	<input type="checkbox"/>	Extra Time	<input type="checkbox"/>
	Reader	<input type="checkbox"/>	Separate Room	<input type="checkbox"/>
	Scribe	<input type="checkbox"/>		
Has the applicant, at any point, been referred to CAMHS or any other agency? If yes, please give details.				
Please state any educational, medical and/or other circumstances which might require special consideration:				



## 5. Parent Declaration

I/We apply for an audition for the above-named applicant and, in the event of his/her being accepted, I/we being the person/persons having parental rights in respect of the candidate acknowledge that I/we have viewed a copy of St Mary's Music School's Admissions Privacy Notice and have read and understood it and I/we consent to the School processing my/our personal data for the purposes of considering the Applicant's admission to the School. I/We confirm that the information on this application form is correct to the best of my/our knowledge. I/We have given the Applicant the opportunity to read, understand, and consent to the School processing the Applicant's personal data. By signing the admissions form, I/we consent to St Mary's Music School contacting the Headteacher of the applicant's present school.

If the applicant is **twelve (12) years or older** then I/we confirm their signature below.

Signature of Parent:*		Date:	
Signature of Parent:*		Date:	

\* If it is not possible for both parents to sign, please note the reason for this.

## 6. Applicant Declaration

**If the Applicant is twelve (12) years or older then the section below must be completed by the Applicant on their own. The school cannot process this application without the applicant's consent – this is a legal requirement.**

I understand that as part of my application to the School my parent/parents must provide the School with certain types of personal data about me. I have been given an opportunity to read and understand the St Mary's Music School's Admissions Privacy Notice and I am happy to consent for the time being for my information be used in this way. I also understand that I may withdraw my consent at any time in the future by contacting the School.

Signature of Applicant:		Date:	
Print Name of Applicant:*		Date of Birth:	



**7. It would be helpful if you could let us know how you found out about St Mary's Music School or if you have attended one of our events.**

Please send the completed application form by email or post, together with a cheque for the audition fee of £35, payable to "St Mary's Music School", to:

Mary Walls  
Admissions Secretary  
St Mary's Music School  
Coates Hall  
25 Grosvenor Crescent  
Edinburgh EH12 5EL

Email [admissions@st-marys-music-school.co.uk](mailto:admissions@st-marys-music-school.co.uk).



## **Application for an Instrumental Place: Notes for Guidance**

### **Instrumental Audition Applications**

Instrumental applicants usually offer two specialist studies, but this need not be a condition of acceptance for an audition. Specialist studies are not always instrumental: for example, some pupils take Composition and/or Singing as either first or second studies.

### **Music References**

The School does not need references for Advisory Auditions.

The School requires references from the applicant's present music teachers for instrumental auditions stating:

- Pupil's length of study.
- List of works recently learned.
- Estimate of present standard.
- Estimate of potential, and degree of application.

Musical references must be enclosed with the application form. When the school receives these documents, if references are satisfactory, the candidate will be given a date and a time for an audition. Overseas applicants may be asked to submit a short clip/link of performance. An Advisory Audition may be offered if appropriate. If the applicant is applying for an instrumental audition the Headteacher will contact the applicant's school for a school reference.

### **Audition procedure**

Full Instrumental Auditions are held three times a year, in November, January/February and April. Applications should be received at the latest two weeks prior to audition, but may be sent in at any point in the session. Applicants will be auditioned by a panel including the Headteacher and the Director of Music. The Admissions Secretary can advise on exact dates.

Instrumental auditions are divided into two parts. In the first, the applicant will be asked to play two contrasted works on his or her main instrument and one on the second instrument (if a second is being offered). The second part of the audition may include sight reading and ear tests and an informal discussion. An accompanist will be provided by the school and you are asked to send music in advance.

If an instrumental candidate is successful at audition, they will be invited to come and spend two days at the school, for lessons on both main and second instruments, and in some academic subjects, so that further assessments can be made. A boarding facility for the candidate will usually be available if needed.

Following a successful outcome the candidate will be offered a place in the school usually for the start of the next academic session. Demand is high and a waiting list place may be offered if the candidate is not offered a place outright. A recommendation for a further audition may be made and unsuccessful candidates may reapply. The allocation of places is at the discretion of the Headteacher as advised by the Director of Music.

### **Points to Note**

Should a place be offered:

- a high standard of musical attainment and commitment must be maintained.
- pupils' progress will be reviewed each session.
- a major music assessment will take place each session when further recommendations may be made.
- the rules of the School must be observed.
- a term's notice of withdrawal is required, failing which one third of a full year's fee will be charged in lieu of notice.