



BAND PROGRAM

2026 HANDBOOK

WELCOME TO THE GORDON WEST PUBLIC SCHOOL BAND PROGRAM

Gordon West Public School, in partnership with Teaching Services Australia (TSA) welcomes you to the school band program!

This booklet has been put together to give families an overview of all you need to know about involvement in the school band program.

Participating in the Band Program at Gordon West is a fun and valuable learning experience for children. Through consistent effort and practice, children will develop their own musical skills and play collectively in a band. Band members will enjoy the excitement of competitions and the pleasure of performing wonderful music as a team for the school community.

Please review this handbook with your child. It is important that all members of the bands and their parents/guardians understand the conditions of band membership.

Should you have any queries, concerns or suggestions, contact should first be made through Teaching Services Australia (TSA). We look forward to your family's involvement in the Band Program!

ABOUT US

The Gordon West Public School band program consists of three bands - Training Band, Concert Band, and Senior Concert Band.

There are over 120 students involved in the band program. Students from Year 3-6 are eligible to join the band, and no prior experience is necessary.

Each year the bands perform at a variety of school events such as assemblies, Showcase, Grandparents Day, Presentation Night, as well as external band festivals and eisteddfods.

PARENT INVOLVEMENT

Parents are encouraged to contribute to the band program by helping as needed. For example, this may include providing extra supervision at events or helping pack away band equipment and chairs following performances. More information on how you can support the band program can be obtained by contacting TSA.

COMMUNICATION

The main form of communication between families & TSA happens via email. We strive to give as much notice and information as possible of upcoming events with notes sent directly to band families via email.

Band administration is run separately from the school office. Contact by band families should be made directly to TSA by email or phone:

Email: heather@teachingservices.com.au

Phone: 9651 7333 ext 2

Website: www.teachingservices.com.au

JOINING THE BAND

The band program is open to all students from Years 3-6.

The structure of the program is as follows:

Training Band

Any child in Year 3 or above can join. No musical experience is required.

Concert Band

For students in their second year of learning their instrument.

Senior Concert Band

Students may progress to this band after one year in Concert Band.

COMMITMENT

Students are expected to commit to the band program on a semester basis minimum, however it is important that each student endeavours to remain in the band for the full year.

If your child does not wish to continue in band, please discuss the issues with TSA or the Band Director. Should you decide to withdraw your child from the band program before the end of a term, you will still be charged the full term's fees.

INSTRUMENTS

Children will attend an instrument demonstration concert at school, and then have an opportunity to meet a tutor to run through some tests (how easily they can shape their mouth, hand size, etc.) A recommendation for the most suitable instrument for each child is made, and a mostly balanced band is created. It is important that a child is comfortable with their choice of instrument. Parents have several options to obtain an instrument for their child, including hiring a brand-new new instrument from TSA, or purchasing a new or second-hand instrument.

The instruments available to play in the school band include:

Flute	Trumpet	Percussion
Clarinet	Trombone	Electric Bass Guitar#
Alto saxophone	French Horn*	Bass Clarinet*
Tenor saxophone*	Baritone Horn	Baritone saxophone*
Oboe**, #	Euphonium*	Tuba*
Bassoon**, #		

**school hire instrument may be available*

***instrument not available to hire – please contact TSA for more information prior to enrolment*

#tuition not available on site

INSTRUMENT HIRE

Brand-new instrument hire is available through TSA under a hire-purchase if desired. This may suit parents who are unsure about their child's commitment to band, or who prefer to spread out a purchase.

Some larger, more expensive or unique instruments (tuba, euphonium, French horn) are available for hire from the school for some students. The hire fees cover annual cleaning, servicing and repairs. If an instrument is damaged due to negligence on the student's part, the parents are responsible for the cost of the repair. Should your instrument require service or repair please contact TSA and they will direct you to the relevant instrument repairer for assessment or repairs.

INSTRUMENT PURCHASE

TSA offers discounted new and second-hand instruments for purchase. Second-hand instruments come serviced, cleaned and many with a balance of warranty. Please contact TSA for more information on instrument purchases.

CARE OF INSTRUMENTS

Students are asked to look after their own instrument and to respect others' instruments.

Please check with your tutor for information on how to clean and care for your specific instrument.

- Instrument cases should be clearly labeled with name, address, telephone number and school. This ensures instruments are not mixed up and helps in their recovery if they are left on public transportation.
- Exposure to sun and hot vehicles can damage the case and the instrument.
- Any malfunction of, or damage to hired instruments must be brought to the attention of TSA immediately. Please do not attempt DIY repairs of instruments.



BAND REHEARSALS

Rehearsals take place in the school Hall at the following days and times:

TRAINING BAND	CONCERT BAND	SENIOR CONCERT BAND
Wednesday morning 7:50-8:50am	Monday morning 7:50-8:50am	Monday lunchtime
	Friday lunchtime	Friday morning 7:50-8:50am

Please arrive at 7:45am for a 7:50am morning rehearsal to set up and be ready to play.

REHEARSAL ATTENDANCE

All band members must attend every practice as they are part of a team. If your child cannot attend a practice or performance, TSA should be notified by email as soon as possible. Arriving on time for rehearsals is very important, as late arrivals can be disruptive. If an instrument is being repaired, attendance is still required at band rehearsal; it is important to be present to keep up with instructions and tuition given to your section and/or to the whole band. All band members must bring their music book/folder to each practice session.

BEHAVIOUR DURING REHEARSAL

A high standard of self-discipline is required of each band member. This includes the development of good listening skills and teamwork. There will be times when students will be required to sit quietly and listen to the playing of other members or sections of the band. Please also review the keys to success at the end of this Handbook.

All students are expected to assist with the setting up of band equipment before rehearsals and packing it away again afterwards. This can be done quickly when everyone cooperates.

TUITION

It is a requirement of the Band Program that children attend weekly private instrumental tuition outside of the band rehearsals, to advance on their instrument and keep up with the progress of the band. This can be organized to take place at school, after school hours, including for children enrolled in after-school care.

Private tuition lessons are 30 minutes long. A list of tutors will be provided, and parents should contact tutors directly to arrange a mutually acceptable time for the lesson.

Students must be enrolled in the school band program with TSA to access private tuition after school.

Tutors are not TSA employees, however are invited by TSA to provide private tuition at the school. Tutor contact details will be provided to parents, to book in lessons directly with the tutor.

Tuition Guidelines for Parents

- Tuition on school grounds is a private financial arrangement between parents and the tutor.
- Tutors set their own fee, based on market rates. Between \$45-\$55/week is common.
- Tutors may charge in advance for the term's lesson, with their own payment terms.
- The school charges tutors \$5 per hour to utilise the facilities for private lessons. This cost may be passed on to parents.
- Parents must give tutors 4 weeks PAID notice if their child will be discontinuing private tuition.
- Tutors must also give parents 4 weeks' notice if discontinuing teaching for any reason.
- If your child will be absent from their lesson for any reason, it is your responsibility to alert the tutor in advance. TSA does not manage school event calendars or individual student attendance.
- As children progress in their learning, tutors may request parents purchase specific method books (for example, AMEB books)



PRACTISE EXPECTATION

Regular home practice of band pieces is essential to keep up with the challenges and demands of the band. If members fall behind, they may lose interest and feel discouraged and jeopardise the performance of the whole band.

Initially small amounts of regular practice are necessary (10-15 minutes at least four times per week). This will gradually expand to longer periods as your child improves. Practice needs to become a GOOD HABIT; this will only happen through repetition. Please encourage your child to practise.

BAND EVENTS

Band members are expected to participate in all band activities. When a child is unable to attend a scheduled band performance or event due to an unavoidable conflict, parents are to provide notice in advance to TSA. This is a courtesy to the conductor and to other band members, who depend on the whole band to be there and play their part.

WEEKEND WORKSHOP

An intensive weekend workshop may be held in preparation for important external performance events. The workshop fees cover the cost of the conductors, tutors, food, activities, music, equipment and all other administrative fees. Special diets and medical requirements can be accommodated.

WITHDRAWAL FROM THE BAND PROGRAM

Please advise the TSA office directly if you intend to withdraw permanently from the Band.

BAND FEES

Band fees are invoiced by TSA at the beginning of each term. Parents should pay the fees promptly upon receipt of the invoices as these fees are required to cover all band costs including wages for conductors and the administration of the program. All fees are fixed for the term, regardless of the number of weeks. If you have difficulties with payment or would like to discuss another method of payment please contact TSA.

	Items	Amount
1.	<u>Band Membership</u> <i>Covers costs of Band Director and administration fees</i>	\$140/term
2.	<u>Instrument Hire or Purchase</u>	Varies: new instrument hire from \$46 per week
3.	<u>Private Lessons</u> <i>Invoiced directly by tutor</i>	\$45 - \$55 per week <i>30-minute lesson</i> \$2.50 per lesson facility hire fee, payable even in the event of absence
4.	<u>Weekend Band Workshop</u>	\$150 TBC
5.	<u>Books</u> Method Book (Accent on Achievement) Display folder Other tuition book – will be specified by the tutor if required	included with enrolment fee \$2 approx (own purchase) \$ varies
6.	<u>Resource Levy</u> <i>Covers incidental whole-band band expenses, such as festival entry fees, purchase of musical scores, power boards, percussion servicing, etc.</i>	\$10/term
7.	<u>Enrolment Fee</u> <i>Payable upon initial enrolment with TSA</i>	\$35
8.	<u>Band Folio Bag (optional)</u>	\$10 (available from the Uniform Shop)

YOU ARE THE KEY TO YOUR SUCCESS IN BAND!

Persistence

- Commit to practise regularly, several days per week.

Getting along

- Band members are part of a team, and their participation in all band rehearsals and events is essential.
- Respectfully respond to the requests of band directors, coordinators, teachers, and tutors.
- Share in the set up and packing away of all equipment.
- Show respect for other band members' instruments and school equipment.

Confidence

- Band members represent our school with their uniform and conduct.

Organisation

- Be on time to lessons and rehearsals.
- Be prepared with your instrument and music.

Resilience

- No one magically knows how to play an instrument – it takes practice and hard work. Keep at it!

