2017 Primary School Orientation

School Hours
School commences 8.30am
Morning Tea 10.30am–11.10am
Lunch 1.10pm–1.50pm
School finishes 3.10pm

Red & Black Shop Hours
Term Hours ......................... 8.00am – 10.00am and 12.00pm – 5.00pm

Term 4 2016/2017 Holiday Opening Hours
14 November – 9 December
Monday through Friday ................ 8.00am – 5.00pm
3 January – 27 January
Monday through Friday ................ 8.00am – 5.00pm
22 January .............................. 8.00am - 11.00am
26 January (Australia Day) ................ Closed
30 January .............................. Return to Term Time Hours
Dear Parents and Students,

Orientation/Enrolment Session: Years 1–6

The Rockhampton Grammar Primary School will hold an Orientation/Enrolment Session for students who are new to the School and their parents on Monday 23 January 2017 commencing at 10.30am. This is to familiarise your child/children with the Primary School before classes commence for the year. The programme will be as follows:

Monday 23 January 2017

New students will assemble with their parents in the Auditorium, which is situated above the swimming pool, on Archer Street.

10:30am Head of Primary addresses the whole gathering.

10:45am Teachers take students and parents to their respective classrooms to outline their plans for the year and their expectations.

11:30am Morning Tea

12 noon Parents and students are free to go home if all enrolment procedures have been completed.

Please note: Students will be required to wear their day school uniform. It is encouraged for students to bring their books/stationery with them to School on this day so they are ready for the first day of School. The School’s uniform shop (The Red & Black Shop) will be open for purchases of uniform requirements.

It is anticipated that all year levels will hold a Parent/Teacher Information Evening within the first three weeks of Term 1. Details of these meetings will be forwarded to parents via email from classroom teachers.

Tuesday 24 January 2017 (normal School day)

8:30am School commences

10:30am – 11:10am Morning Tea

1:10pm – 1:50pm Lunch

3:10pm School finishes

We look forward to seeing you and your child/children on Monday 23 January 2017.

Yours faithfully,

Geoff Hadwen
Head of Primary

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New RGS Families

Primary School Contacts

- Telephone .................. 4936 0650
- Fax ......................... 4936 0683
- Email ..................... lkayes@rgs.qld.edu.au

Primary Office Hours:
- Term Time
  - Monday to Friday, 8.00am – 4.00pm

2017 Term Dates

Term 1:
- Wednesday 24 January – Thursday 31 March

Term 2:
- Tuesday 19 April – Friday 23 June

Term 3:
- Tuesday 18 July – Friday 15 September

Term 4:
- Wednesday 4 October – Thursday 30 November

Please Note:
- For events such as pupil free days, camps, public holidays, sporting carnivals, speech night and other significant event dates, please refer to the School calendar which is on our School website.
A Warm Welcome

Dear Parents and Students,

The teachers, office and ancillary staff extend a warm welcome to all families associated with The Rockhampton Grammar Primary School in 2017.

We know that you will enjoy being with us, and we will do our best to ensure that your time with us is a productive one.

We pride ourselves on our professionalism, dedication and care for our students and trust that you will help us maintain the high standard and integrity that we have established.

The information contained in this booklet will provide you and your child with an insight into the policies and procedures currently practised at our School. However, you should feel free to seek help from anyone of us should you need any clarification. Please notify the School of any other information that you feel should be included in this booklet. This will help us in future years. We look forward to a successful partnership with you in your child’s future education.

Yours faithfully,

Geoff Hadwen
Head of Primary

Primary School Staff

**Head of Primary**, Mr Geoff Hadwen  
**Assistant Head of Primary Curriculum**, Mrs Janet Spark

<table>
<thead>
<tr>
<th>Year</th>
<th>Teacher</th>
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<tr>
<td>Prep</td>
<td>Mrs Adair Mehlhose</td>
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<td>Prep</td>
<td>Mrs Elizabeth Donaldson</td>
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<td>Year 1</td>
<td>Mrs Judy Scarpelli</td>
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<td>Year 1</td>
<td>Mrs Jennifer Tapp</td>
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<td>Year 2</td>
<td>Mrs Sandra Brady</td>
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<td>Year 2</td>
<td>Mrs Brooke Graff</td>
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<td>Mr Nick Berry</td>
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<td>Mrs Linda Irwin</td>
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<td>Year 3</td>
<td>Mrs Kim Coonan</td>
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<td>Mrs Nicole Kennedy</td>
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<td>Year 4</td>
<td>Mrs Sonya Whitehead</td>
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<td>Mr Jamie Scott</td>
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<td>Year 4</td>
<td>Mr Lachlan Libke</td>
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<td>Year 5</td>
<td>Mrs Tricia Ruddick</td>
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<td>Year 5</td>
<td>Mr Owen Kelland</td>
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<td>Year 5</td>
<td>Mr Jason Rooks</td>
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<td>Year 6</td>
<td>Mrs Leah Peckett</td>
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<td>Year 6</td>
<td>Mr Jason Milburn</td>
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<td>Year 6</td>
<td>Mr Gareth Saunders</td>
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**Health & Physical Education**  
Mrs Victoria McInnerney  
Mr James Harth  

**Japanese**  
Mrs Miranda Broadbent (Year 5)  
Mr Jay Killoran (Year 6)

**Learning Support**  
Mrs Aimee Robertson (Years 1 – 3)  

**Learning Support and Extension**  
Mrs Sally Moran (Years 4 – 6)

**Art**  
Ms Donna Littlejohn

**Cooking**  
Mrs Julie Dunlop  
Mrs Nyree Malone

**Music**  
Mrs Elisa Williams (Years Prep – 4)  
Miss Danielle Boto  
Mr Nicholas Cavallaro  
Miss Brienna Isokangas

**Teacher Aides**  
Mrs Belinda Cumming – Year 1  
Mrs Kerryn Mailand – Year 2  
Mrs Chris Sayers – Year 3  
Miss Annita Horwell – Year 4  
Mrs Liz Scott – Year 5  
Mrs Linda Curtis – Year 6  
Mrs Helen Bartlett – Prep  
Mrs Sandy Williams – Prep  
Mrs Jodie Newell – Special Needs  
Mrs Sarah Trego – Prep and Administration

**Primary School Secretary**  
Mrs Lee Ann Kayes

Please refer to the School website for email contact for Primary Teachers.
Mission Statement

The School provides a disciplined, challenging and stimulating learning environment to inspire our students to become successful lifelong learners, responsible local and global citizens, and men and women of strong ethical and moral character. We promote high standards of scholarship and work with all members of the School community to pursue personal excellence in their intellectual, physical, creative and emotional development.

Primary School Code of Behaviour

The School aims, in partnership with the home, to develop good character and self-discipline; consequently:

Anything contrary to common sense, good manners and decency is unacceptable.

All staff are responsible for the behaviour management of the students in their care. To this end, with small issues the staff should determine the consequences of inappropriate behaviour and follow through with the student to its successful conclusion.

The classroom teachers at our School have requested that they be advised of any incidents of inappropriate behaviour involving their students. This may include activities at sport or in the playground.

Classroom teachers keep anecdotal records of any inappropriate behaviour they have deemed necessary for future reference.

Detentions can be given by teachers but adequate supervision must be provided. Students may be detained after school provided parents have been notified. It is important that teachers contact parents if behaviour does not improve. Missing out on co-curricular activities as a result of student misbehaviour must have the Head of Primary’s approval. The School’s Rules exist to ensure that the comforts, rights and safety of all school members are protected.

These rules apply to all students of all ages while attending school or representing the School and include: any place or occasion when a student is in school uniform or can be recognised as a member of the School; any situation that could be recognised as related to the School.

1. Students will at all times respect and obey all school staff.
2. A student’s personal appearance will always conform to the School’s dress standard.
3. Swearing, fighting and harassment will not be tolerated.
4. Unauthorised borrowing or theft of others property will not be tolerated.
5. Wilful damage or destruction of any property is prohibited and could require the payment of compensation.
6. All dangerous substances (including matches, explosives, fireworks, ammunition, knives, etc.) are strictly forbidden.
7. Students will not leave the School grounds during the day without permission from the Head of Primary or class teacher.
8. Students in Years 3 to 6 are expected to attend the following School events: athletics, cross country, swimming carnivals and speech night.
Glossary

**ABSENCE OF STUDENTS**
Parents and/or carers are asked to notify the School of any student absence. This can be by phone or email. For the safety of your child we will make contact with you by phone if your child has not arrived and the School has not been notified by you of any absence.

**ACCIDENTS**
All reasonable care is taken to prevent accidents but when they occur students will be conveyed to the Health Centre where an assessment will be carried out by medical staff. If of a serious nature, parents and/or outside medical authorities (ambulance) will be contacted and a formal report on the circumstances of the accident will be written and placed in School files.

**AFTER SCHOOL PICK-UP**
The School recommends collection of students from the front of The Beasley Centre, where staff are on duty. Students not collected by 3:40pm will be taken to the Primary office to await collection. Please follow the requests of teachers on duty.

**ART**
Art is an integral part of the School curriculum and a specialist art teacher conducts the lessons. Prep has their own aprons for their art lessons. The art teacher is responsible for ordering all art equipment and purchases quality materials with an eye for health, safety and creativity in mind.

**ASSEMBLIES**
Assemblies are held each week in the Auditorium. Prep to Year 3 is held every Monday at 2:30pm and Years 4 - 6 each Tuesday at 2:40pm. These gatherings are used to remind students of coming events, report on what has transpired e.g. sport results, uniform checks, emphasise School rules. They are times also to recognise student achievements. A Formal Assembly is conducted in Terms 1-3 at which the Year 6 students are required to wear their formal uniform. Parents are most welcome to attend these assemblies.

**CONTAGIOUS DISEASES**
Some medical problems require students to stay away from school. We follow the same rules as Education Queensland on contagious diseases. The following list details exclusion times for various illnesses:

- **Chicken pox** until fully recovered or at least 5 days after eruption first appears. Some remaining scabs are not an indication for continued exclusion.
- **Mumps** at least 9 days from onset.
- **Measles** at least 4 days from appearance of rash.
- **Conjunctivitis** (acute infectious) until discharge from eyes has ceased.
- **Ring worms** exclude until day after treatment has commenced.
- **Head lice** until head has been cleared of lice by treating with head lice shampoo/lotion and combing hair. Constant checking by parents is extremely important.
- **Rubella** at least 4 days after onset of rash.
- **School sores** until appropriate treatment has commenced and exposed sores are covered.
- **Glandular fever** exclusion not necessary.
- **Cold sore** exclusion not necessary, treatment should commence.
- **Pandemics** in accordance with Queensland Heath guidelines.
- **Hand, foot & mouth** until all blisters have dried.

**BICYCLES**
Bicycles can be ridden to School and left in the racks adjacent to the primary School (near the tennis courts). Bicycles are not to be ridden in the School grounds.

**BOARD OF TRUSTEES**
The Board has ultimate responsibility for the efficient running of the School but the day to day running of the School is left to the Headmaster and the Heads of Schools.

**BOOK CLUB**
Students are able to order books through Book Club. This is advertised in the newsletter and is managed by the Primary School secretary.

**BOOK LISTS**
These lists are determined each year by classroom teachers. A number of companies in Rockhampton will be able to fill these orders. The book lists are mailed out at the end of each year. It would be appreciated if appropriate books are covered and all items named.

**BUSES**
The School uses its own buses for most local excursions. Parents do not incur costs for the use of these buses. The cost of charter buses may be charged to student accounts. Our School policy requires that buses have high back seats and lap sash seatbelts. Buses taking students to and from School stop in Agnes and Archer Streets and timetables can be obtained from the relevant bus companies.

**CLEANLINESS**
The School is a wonderful environment. The grounds are extremely well maintained by the grounds staff. If you see an area that needs improvement please advise the office.

**COOKING**
Students from Prep to Year 3 are involved in cooking lessons run by the staff from the Hospitality Department. Due to safety issues, it is a requirement that adults are present to assist in the supervision of this activity. It is therefore necessary for parents to assist in the delivery of these lessons. Insufficient adult supervision will mean the cancellation of the cooking lesson. If your child has any special dietary, allergy and/or cultural requirements, please notify the Hospitality Department so that they can cater for their needs.
DRESS
Our dress standards for students are high and enforced by staff.

Day Uniform
All students, must wear full day/sport uniform including the appropriate hat, to and from school depending on Physical Education days. Shoes must be traditional plain black and lace up.

Girls: White socks must cover anklebone

Boys, Years 1 – 3: Grey ankle socks
Boys, Years 4 – 6: Grey knee-high school socks (red & black trim); Ties must be worn from 1st May through to 1st September.

Year 6 students will wear the formal uniform as notified.

Sports – Boys and Girls:
- White or a predominance of white sports shoes with white shoe laces. No skate shoes permitted.
- White RGS sport socks
- All swimwear must be black – sun shirt to be worn, as well as thongs/slip-on shoes from dressing shed to pool deck.
- The sports house shirt is optional for Years 1-3, but is compulsory for Years 4-6. These shirts are to be worn at the swimming carnival, athletics carnival, cross country, free dress days and can be worn for after school training.

Jewellery
- Girls are permitted to wear a wristwatch and a single pair of plain gold/silver studs/small sleepers worn only in the bottom of the ear lobes.
- Boys are permitted to wear a wristwatch but not permitted to wear earrings.
- Students are not permitted to wear rings, chains or have body piercings that are visible.

Grooming
Girls: Long hair must be tied neatly with blue, black or red ribbons, or fastened with plain hairpins. Short haircuts must be neat and above the collar. Exaggerated hair style or hair colour is not allowed.
Make-up or nail polish is not allowed as dayschool wear
Boys: Haircuts must be neat; hair must be cut above the collar (off the ears and above the eyes) and no hair product to be used. Exaggerated hair style or hair colour is not allowed.

COMMUNICATION
It is important that communication channels between teachers, students, parents and community are as open as possible. To this end, teachers are always available for discussions with parents and students (appointments generally necessary). The Head of Primary School looks forward to input from parents and community. Communication is also enhanced through newsletters, emails, reports and parent meetings.

CO-CURRICULUM
There are many and varied co-curricular activities on offer. Some of which include cross country, athletics, vocal and signing choirs, rugby league, band, chess, netball, swimming, tennis and touch football. Details of participation and sign up requirements will appear on the sport notice board and in the School newsletter.

CURRICULUM
Our curriculum is the crux of our formal learning. Staff jointly plan and implement a whole School program. Class teachers are responsible for literacy, numeracy, Humanities and Social Sciences (History / Geography), Science and Technology which are planned School-wide (Years Prep – 6) while specialist teachers take other areas such as physical education, music, art, Japanese and cooking.

CUSTOM OF CHILDREN
At times family disputes can have an effect on children at School. We try not to enter into these problems but we are also compelled by court orders. Should there be any legal issues relating to your child, please inform the Head of Primary as soon as possible.

DAILY ROUTINE
We begin the School day at 8.30am and finish at 3.10pm. There is limited formal supervision at School before 8:00am. All students are urged to be at School on time. A morning tea recess is held from 10:30am-11:30am and lunch from 1:30pm – 1.50pm. Lunch times may change on Friday for sport.

DATABASE
Student information such as address, telephone and fax numbers and medical information is kept on the School database. Parents are asked to keep this information up to date. If there is a change in any of these details, please advise the Primary School Secretary.

EMERGENCY DRILLS
These are carried out on a regular basis to make staff and students aware of procedures in times of emergency. In the event of a fire emergency everyone in the Primary School moves to the bottom oval. Teachers check to see that all students are accounted for. In the event of a lockdown, all students will remain in their classrooms.

ENROLMENTS
Our Registrar, Mrs Lisa Kibblewhite is keen to talk with parents about enrolments. Please contact her on 4936 0700. Formal interviews with the Head of Primary are organized through the Registrar.

EXCURSIONS/CAMPS
Advice regarding excursions and / or camps appears in the newsletter or on a separate document sent home with the students. Excursions in and around Rockhampton are covered under a general consent form at the beginning of the year. Other excursions and camps have individual consent forms and a parent meeting may be arranged to outline details of the planned event.

FINANCES/BUDGET
A Primary School budget is submitted in September to the Board Secretary and our financial year runs from January to December. The Head of the Primary School and the Primary Secretary administer the budget.

HOMEWORK
Homework may take many forms e.g. reading, research, projects, completing Schoolwork or specific homework sheets. Many students have outside School commitments on some evenings and therefore adjust their homework schedule accordingly. Parental involvement and interest in homework forges a strong link between School and home.
Suggested maximum amounts of homework per day should be:
- Prep at teacher’s discretion
- Year 1 at teacher’s discretion
- Year 2 15 minutes
- Year 3 20 minutes
- Year 4 20 minutes
- Year 5 30 minutes
- Year 6 40 minutes

INDUCTION
This takes three forms:
1. On entry to the School for the first time students and parents are interviewed by the Head of Primary, who will show them around the School and answer any queries.
2. All new students attend an orientation morning which is held the day before School starts.
3. Early in Term 1, parents are invited to a class information session where the teacher outlines the program for the year.

INTERVIEWS
Formal interviews are held at the end of Term 2 and beginning of Term 4, or when requested by either the teacher or parent.

LIBRARY
The library is for use by students from Prep to Year 12 and is open from 7:45am – 4:45pm Monday to Thursday and 7:45am – 4:30pm Friday. It is also open for a limited time on weekends mainly for boarders’ use. Students are asked to have a library bag for carrying books. This facility is for research purposes and is not to be used as a childcare facility.

LOST PROPERTY
Lost property is kept in a basket outside the Primary Office. Items that are named are returned at irregular intervals. Parents are urged to check lost property as quickly as possible if their child has misplaced an item. At the end of each term, lost property that has not been named is sent to the secondary School or given to a local charity. Students are urged to check with the laundry if they cannot locate an item in the Primary School.

LUNCHES
Primary students in Years 1 to 6 may access the tuckshop for first lunch only. Students place written orders at the Primary Office before School. A new price list is issued with the primary newsletter.

MOBILE PHONES
Students are not permitted to have mobile phones turned on at all during the School day. We understand that there may be times when students are required to use the phone and if this is the case during School hours, the classroom teacher must be notified.

NEWSLETTERS
These are published fortnightly on a Wednesday and will be emailed to you by your child’s teacher. Parents who do not have access to email can request a hard copy. Students, parents and staff are urged to use the newsletter for communication on School matters. Items should be lodged by Monday preceding a newsletter date.

PARENT COMMITTEES
The Red & Black Association meets regularly and serves the School (Years Prep – 12). Meeting times are advised in the School calendar that is issued each term.

PARENTAL INVOLVEMENT
Parental involvement in the Primary School is encouraged. From time to time your child’s teacher may require assistance with classroom, cooking, swimming and/or co-curricular activities. Please feel free to contact your child’s teacher to volunteer your help for any of these activities. Parents are to use the staff toilet facilities at the swimming pool change rooms or on the bottom floor of the Beasley Centre.

PARKING/DRIVING IN SCHOOL GROUNDS
Please be aware that no unauthorized vehicles are to drive onto the School grounds. This includes the entry off Quarry Street leading up to the pool area.

PHOTOGRAPHS
Each year professional photographers take individual, class, family and specific group photographs. Parents are advised through the newsletter of the date/s.

RECORDS
Student files are not accessible to anyone but parents and teachers. Parents are urged to inform the Primary School Secretary of any changes to address or contact numbers as soon as they occur. It is in your child’s best interest if this information is kept up to date.

REPORTS
Student reports are mailed to parents at the end of each semester. Prep – Year 2 Report Books are sent home at the end of each Semester and are to be returned after the holidays. Students in Years 3 and 5 will undertake the National Assessment Program in Literacy and Numeracy. These independent reports will be mailed home once received.

SAFETY
All School buildings etc. are considered to be safe but we must be very vigilant to keep our students free from harm. Parents and teachers are urged to raise any safety issues without delay. Special attention needs to be paid when students are arriving or departing School due to traffic movements.

SPEECH NIGHT
Held on the last Wednesday evening of the School year, this night provides an opportunity to recognize students’ achievements and to enjoy some light entertainment. The format of the evening varies each year as determined by the staff.

SPORT
Students in Years 5 and 6 are given as many opportunities as possible to participate in interSchool, and ultimately Capricornia and State sporting pursuits. On Friday afternoons Years 5 and 6 are involved in local interSchool sport. Year 4 students may be given an opportunity to play if numbers are required to make up teams. Training for all School teams predominately takes place on a Thursday afternoon between 3:15pm and 4:15pm. Students who are not collected at 4:15pm must make their way to the Primary School office to arrange collection. If the Primary office is unattended they are to make their way to the Health Centre or Library.

VISITORS
Visitors are always welcome within our Primary School. For everyone involved these visits are more beneficial if an appointment is made first.
RGS Music

Instrumental Music Tuition

The Rockhampton Grammar School offers a comprehensive music programme in both the Primary and Secondary Schools. A number of music options are offered including elective classroom music, instrumental and vocal tuition and co-curricular music activities. Please see the academic section of the School website (www.rgs.qld.edu.au) for information relating to the classroom music programme.

Instrumental and Vocal Tuition

Individual instrumental or vocal tuition is available throughout the School. Tuition for students in Years 5 to 12 consists of one forty-minute lesson per week, usually during class time. Students in Years 7 to 10 are withdrawn from class on a rotating basis to avoid missing the same class each week.

Music teachers will endeavour to provide a total of 32 lessons over the period of the year. Because of the varying term lengths, the lessons will not necessarily be given at a rate of eight per term, despite the fact that music fees will be charged on the basis of an eight-lesson term. In the event students do not receive the full 32 lessons over the course of the year, a credit will be made on School accounts at the end of Term Four. Students undertaking instrumental or vocal music tuition may elect to do examinations, however, this is optional.

No previous music experience is necessary to undertake instrumental tuition. Tuition fees are charged for 32 forty-minute lessons for students in Years 5–12 and for 32 thirty-minute lessons for students in Years 1 – 4. Fees for Term 1 and 2 will be included on the Term 2 account, whilst Terms 3 and 4 are included in the respective accounts for those terms.

(‘2017 fees to be advised)

Co-curricular Music Ensembles

The Music Department offers a wide range of ensemble activities. Primary and Secondary students are encouraged to participate in these activities. It is expected that all students who receive instrumental tuition will participate in at least one of the music ensembles available. Information about the specific ensembles can be found on the Rockhampton Grammar School website www.rgs.qld.edu.au and on the next page.

The RGS Music Council is a parent support group that supports the co-curricular music programme. The RGS Music Council charges a $40 co-curricular fee to students participating in any number of primary school music ensembles from Year 4 through to 6. This fee covers administrative, resourcing and additional ensemble costs.

Meetings occur the first Thursday of the month at 7.30pm on level 3 of the Islay Lee Learning Centre. Please contact Head of Music, Mr John Evenhuis on 4936 0790 to confirm dates. New parents are very welcome.

Band and Ensemble Uniforms: Uniforms worn by the various groups of the Music Department when performing in competitions or on official engagements are as follows.

Primary School Ensembles: Day Uniform with a tie for boys.

Instrument Tuition

Tuition Lessons are available on the following instruments:
- Clarinet
- Drums/Percussion
- Electric Bass
- Euphonium
- Flute
- French Horn
- Guitar
- Piano/Keyboard
- Saxophone (Alto)
- Saxophone (Baritone)
- Saxophone (Tenor)
- Trombone
- Trumpet
- Tuba
- Ukelele
- Viola
- Violin
- Voice
Conditions under which tuition is available

- Reports will be issued at the end of each semester to students who have been learning for at least one term.
- One 30 or 40-minute lesson per week per instrument. In the Middle School, lessons are rotated whilst in the Primary School and Senior School students have a permanent lesson time.
- Instrument tuition should be undertaken for at least one semester to allow sufficient time to gauge the suitability of the instrument for the student.
- Important: All absences (i.e. ill health, school excursions, camps, sporting commitments etc.) are to be notified in advance. This is to be done by contacting the Music Department on 4936 0626. However, if you have an early 7.30 am – 8.00 am lesson, you will need to contact the music tutor directly via text or phone.
- Notice of withdrawal from the programme is required in writing at least one term in advance. Failure to do this will result in one term being charged.
- Each student must undertake a regular and consistent practice programme to take full benefit of the tuition offered. The Music Department asks for full parental support for the practice schedule as recommended by the tutor.
- Every student is encouraged to participate where possible in ensemble rehearsals and performances.
- At times there will be additional expenses, for example, piano accompaniment, music purchase, examination fees and Eisteddfod entries – parents will be notified of the amounts required.

Conditions of Year 5 instrument loan

- All reasonable care must be taken against the instrument being lost, stolen or damaged. All minor repairs will be covered by RGS but repair damage through the student’s negligence must be paid for by the person/s who is loaning the instrument.
- Under no circumstances should the student or any other person attempt repairs or adjustments to the instrument. Any damage or defects in the instrument must be brought to the attention of the Head of Music immediately.
- Instruments will be loaned for Year 5. After this time the student is required to borrow an instrument on a weekly basis for use in class only.
- Your school account will be billed for the Year 5 $50 loan cost of the instrument unless you are providing your child with their own instrument.

Co-curricular Music

The Co-curricular programme involves students from Prep through Year 12. It is comprised of an instrumental and vocal tuition programme involving over 130 students and 13 visiting teachers in weekly individual lessons and a performance programme. Ensembles meet weekly under the guidance of expert staff to rehearse and prepare for performances. This document lists all the Primary Ensembles including rehearsal times and contact information. Students are encouraged to participate in this important aspect of school life.

RGS Music Council

The music co-curricular programme is assisted by the RGS Music Council, a parent organisation that provides vital support for the staff and students. The RGS Music Council charges a fee of $40 for all Primary students and $80 for all secondary students participating in the music co-curricular programme. The fee is capped at $160 per family.

Vocal Choirs

Music Room - Primary

Years 1-3 Choir
The 1-3 Choir performs at Eisteddfods, Mother’s Day Concert, Music Festival, Speech Night, Formal Assemblies and other School functions.
Director: Mrs Elisa Williams
Accompanist: Mrs Rhonda Hite
Lunchtime

Years 4-6 Choir
The 4 – 6 Choir also performs at Eisteddfods, Music Festival, Mother’s Day Concert, Speech Night, RGS Music Council Recitals and other School functions.
Director: Mrs Sonya Whitehead
Accompanist: Mrs Rhonda Hite
Lunchtime

Jazz Band

Music Room 2 - Level 3 Islay Lee Learning Centre

Primary Jazz Ensemble
This ensemble caters for students who play saxophone, clarinet, trumpet, trombone, euphonium, piano, guitar, bass or drum kit. Students need a minimum of 12 month’s experience to be in this ensemble. This ensemble performs on School assemblies, Eisteddfods, Music Festival, and various School functions throughout the year.
Director: Mr John Hamilton
and Mrs Rhonda Hite
Tuesday 3.20pm – 4.00 pm

Strings

Music Department – 3rd Floor
Islay Lee Learning Centre

Beginner String Ensemble
This Ensemble is open to all interested string students. Students are recommended to be either taking lessons or are part of the classroom music instrumental programme in Year 5 and Year 6.
Monday 7.30am – 8.20am

Middle School String Ensemble
The Middle School String Ensemble allows young secondary students to develop their string skills in a relaxed setting. Students should have some prior string experience.
Monday 3.30pm – 4.45pm

Rock Band

Music Room 2 – Level 3 Islay Lee Learning Centre

Rock Band is mainly for Year 6 students. This ensemble performs at Eisteddfods, Music Festival, Graduation Night and at various School functions. Participation in this ensemble is by audition by the director.
Director: Mr Jason Rooks
Tuesday 7.30am – 8.20am

continued
Woodwind Ensemble
Level 3 Islay Lee Learning Centre

The Woodwind Ensemble provides woodwind players with chamber music experience and skills specific to small ensemble playing. This group performs at the Music Festival, at RGS Music Council Recitals.

Director: Mr Nicholas Cavallaro

Percussion Ensemble
Level 1 Islay Lee Learning Centre

The Percussion Ensemble provides students with chamber music experience and skills specific to percussion playing. This group performs at the Music Festival.

Director: Mr Nicholas Cavallaro

Wednesday 7.30 am – 8.20 am

Contact
Mr John Evenhuis
Head of Music
07 4936 0790
ejevenhuis@rgs.qld.edu.au
The RGS Red & Black Shop

4936 0653  
www.rgs.qld.edu.au/red-and-black

The Red & Black Shop’s experienced staff are ready to assist in the outfitting of student uniforms. The Shop sells all uniform items (except shoes) both new and when available, second-hand. All uniform items are compulsory including backpacks. The Shop sells some Co-Curricular uniforms, souvenirs, stationery and toiletries. Hard to find needs on the stationery lists are often stocked such as gridbooks in 7 & 10 mm, red library bags, chair bags and A3 Handy pouch. Second hand goods CANNOT be exchanged as they are sold on consignment (as is condition).

Red & Black Shop Hours

Term Hours ........................................8.00am – 10.00am  
and 12.00pm – 5.00pm

Term 4 2016/2017 Holiday Opening Hours
14 November – 9 December  
Monday through Friday.............. 8.00am – 5.00pm
3 January – 27 January  
Monday through Friday.............. 8.00am – 5.00pm
22 January ........................................8.00am - 11.00am
26 January (Australia Day)......................Closed
30 January ..........................Return to Term Time Hours

Girls Uniform for Primary 2017

Prices include GST and are subject to change

Prep We recommend 3 sets of uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sport Hat</td>
<td>RGS white with School logo</td>
<td>44.00</td>
</tr>
<tr>
<td>Polo</td>
<td>RGS red &amp; black with logo</td>
<td>29.70</td>
</tr>
<tr>
<td>Shorts</td>
<td>RGS with logo</td>
<td>29.70</td>
</tr>
<tr>
<td>Socks</td>
<td>RGS initials or plain white</td>
<td>8.80</td>
</tr>
<tr>
<td>Jacket</td>
<td>RGS red &amp; black stripe</td>
<td>110.00</td>
</tr>
<tr>
<td>Track Pants</td>
<td>Black (optional)</td>
<td>36.30</td>
</tr>
<tr>
<td>Bag</td>
<td>RGS backpack</td>
<td>81.40</td>
</tr>
<tr>
<td>Shoes</td>
<td>Predominantly white, velcro is allowed in Prep</td>
<td></td>
</tr>
</tbody>
</table>

Day Years 1-3 We recommend 2 sets of Day uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hat</td>
<td>RGS blue</td>
<td>44.00</td>
</tr>
<tr>
<td>Dress</td>
<td>RGS blue and white stripe</td>
<td>79.20</td>
</tr>
<tr>
<td>Tie</td>
<td>RGS Red &amp; Black; 2 piece</td>
<td>9.90</td>
</tr>
<tr>
<td>Socks</td>
<td>White ankle, must cover ankle bone</td>
<td>9.35</td>
</tr>
<tr>
<td>Backpack</td>
<td>RGS</td>
<td>81.40</td>
</tr>
<tr>
<td>Winter Hat</td>
<td>May wear black tights</td>
<td>8.80</td>
</tr>
<tr>
<td>Winter Pullover</td>
<td></td>
<td>121.00</td>
</tr>
<tr>
<td>Winter Vest</td>
<td></td>
<td>58.60</td>
</tr>
<tr>
<td>Shoes</td>
<td>Black leather lace-up traditional (Not jogger style)</td>
<td></td>
</tr>
</tbody>
</table>

Day Years 4-6 We recommend 2 sets of Day uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hat</td>
<td>RGS white with red under</td>
<td>95.70</td>
</tr>
<tr>
<td>Dress</td>
<td>RGS blue and white stripe</td>
<td>79.20</td>
</tr>
<tr>
<td>Tie</td>
<td>RGS Red &amp; Black; 2 piece</td>
<td>9.90</td>
</tr>
<tr>
<td>Socks</td>
<td>White ankle, must cover ankle bone</td>
<td>8.80</td>
</tr>
<tr>
<td>Tie</td>
<td>RGS Red &amp; Black; 2 piece</td>
<td>9.90</td>
</tr>
<tr>
<td>Backpack</td>
<td>RGS</td>
<td>89.10</td>
</tr>
<tr>
<td>Winter Hat</td>
<td>RGS Track top</td>
<td>121.00</td>
</tr>
<tr>
<td>Winter Pullover</td>
<td></td>
<td>66.00</td>
</tr>
<tr>
<td>Winter Vest</td>
<td></td>
<td>58.60</td>
</tr>
<tr>
<td>Shoes</td>
<td>Black leather lace-up traditional (Not jogger style)</td>
<td></td>
</tr>
</tbody>
</table>

Day Years 1-6 We recommend 2 sets of Sport uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sport Hat</td>
<td>RGS white with School logo</td>
<td>44.00</td>
</tr>
<tr>
<td>Polo</td>
<td>RGS red &amp; black with logo</td>
<td>36.30</td>
</tr>
<tr>
<td>Shorts</td>
<td>RGS with logo</td>
<td>29.70</td>
</tr>
<tr>
<td>Socks</td>
<td>RGS initials or plain white</td>
<td>8.80</td>
</tr>
<tr>
<td>Jacket</td>
<td>RGS red &amp; black stripe</td>
<td>121.00</td>
</tr>
<tr>
<td>Track Pants</td>
<td>Black (optional)</td>
<td>36.30</td>
</tr>
<tr>
<td>Bag</td>
<td>Plain black Swimbag</td>
<td>19.80</td>
</tr>
<tr>
<td>Shoes</td>
<td>Predominantly white</td>
<td></td>
</tr>
</tbody>
</table>

Swimwear

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suit</td>
<td>Plain Black Speedo Style</td>
<td>39.60</td>
</tr>
<tr>
<td>Rashie</td>
<td>Plain black</td>
<td>33.00</td>
</tr>
<tr>
<td>Thongs</td>
<td>(not available at Red &amp; Black Shop)</td>
<td></td>
</tr>
</tbody>
</table>

Year 6 Formal Only one Formal Uniform is required

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blazer</td>
<td>RGS</td>
<td>253.00</td>
</tr>
<tr>
<td>Blouse</td>
<td>RGS, white</td>
<td>44.00</td>
</tr>
<tr>
<td>Skirt</td>
<td>RGS, red</td>
<td>44.00</td>
</tr>
<tr>
<td>Worn with day uniform shoes, socks, hat and tie</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TURN PAGE FOR BOYS UNIFORM GUIDE

The Shop accepts cash, cheque, Debit Cards, Mastercard and Visa.
**Boys Uniform for Primary 2017**

Prices include GST and are subject to change

**Prep** We recommend 3 sets of uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sport Hat</td>
<td>RGS white with School logo</td>
<td>44.00</td>
</tr>
<tr>
<td>Polo</td>
<td>RGS red &amp; black with logo</td>
<td>29.70</td>
</tr>
<tr>
<td>Shorts</td>
<td>RGS with logo</td>
<td>29.70</td>
</tr>
<tr>
<td>Socks</td>
<td>RGS initials or plain white</td>
<td>8.80</td>
</tr>
<tr>
<td>Jacket</td>
<td>RGS red &amp; black stripe</td>
<td>110.00</td>
</tr>
<tr>
<td>Track Pants</td>
<td>Black (optional)</td>
<td>36.30</td>
</tr>
<tr>
<td>Bag</td>
<td>RGS backpack</td>
<td>81.40</td>
</tr>
<tr>
<td>Shoes</td>
<td>Predominantly white, velcro is allowed in Prep</td>
<td></td>
</tr>
</tbody>
</table>

**Day Years 1-3** We recommend 2 sets of Day uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hat</td>
<td>RGS grey</td>
<td>44.00</td>
</tr>
<tr>
<td>Shirt</td>
<td>Blue with RGS logo</td>
<td>48.40</td>
</tr>
<tr>
<td>Shorts</td>
<td>Grey with elastic back</td>
<td>29.70</td>
</tr>
<tr>
<td>Socks</td>
<td>Plain grey anklet</td>
<td>7.70</td>
</tr>
<tr>
<td>Backpack</td>
<td>RGS</td>
<td>81.40</td>
</tr>
<tr>
<td>Winter</td>
<td>RGS Track top</td>
<td>121.00</td>
</tr>
<tr>
<td>Winter</td>
<td>Pullover</td>
<td>66.00</td>
</tr>
<tr>
<td>Winter</td>
<td>Vest</td>
<td>58.60</td>
</tr>
<tr>
<td>Shoes</td>
<td>Black leather lace-up traditional (Not jogger style)</td>
<td></td>
</tr>
</tbody>
</table>

**Day Years 4-6** We recommend 2 sets of Day uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hat</td>
<td>RGS felt with School logo band</td>
<td>122.00</td>
</tr>
<tr>
<td>Shirt</td>
<td>Blue with RGS logo</td>
<td>49.95</td>
</tr>
<tr>
<td>Shorts</td>
<td>RGS grey with belt loops</td>
<td>33.00</td>
</tr>
<tr>
<td>Socks</td>
<td>Plain black</td>
<td>19.80</td>
</tr>
<tr>
<td>Belt</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tie</td>
<td>Red &amp; Black stripe; Worn in winter</td>
<td>19.80</td>
</tr>
<tr>
<td>Backpack</td>
<td>RGS</td>
<td>89.10</td>
</tr>
<tr>
<td>Winter</td>
<td>RGS Track top</td>
<td>121.00</td>
</tr>
<tr>
<td>Winter</td>
<td>Pullover</td>
<td>66.00</td>
</tr>
<tr>
<td>Winter</td>
<td>Vest</td>
<td>58.60</td>
</tr>
<tr>
<td>Shoes</td>
<td>Black leather lace-up traditional (Not jogger style)</td>
<td></td>
</tr>
</tbody>
</table>

**Sports Years 1-6** We recommend 2 sets of Sport uniforms

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sport Hat</td>
<td>RGS white with School logo</td>
<td>44.00</td>
</tr>
<tr>
<td>Polo</td>
<td>RGS red &amp; black with logo</td>
<td>36.60</td>
</tr>
<tr>
<td>Shorts</td>
<td>RGS with logo</td>
<td>29.70</td>
</tr>
<tr>
<td>Socks</td>
<td>RGS initials or plain white</td>
<td>8.80</td>
</tr>
<tr>
<td>Jacket</td>
<td>RGS red &amp; black stripe</td>
<td>121.00</td>
</tr>
<tr>
<td>Track Pants</td>
<td>Black (optional)</td>
<td>36.30</td>
</tr>
<tr>
<td>Bag</td>
<td>Plain black Swimbag</td>
<td>19.80</td>
</tr>
<tr>
<td>Shoes</td>
<td>Predominantly white</td>
<td></td>
</tr>
</tbody>
</table>

**Swimwear**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brief</td>
<td>Plain Black Speedo Style</td>
<td>22.00</td>
</tr>
<tr>
<td>Boys</td>
<td>Trunks</td>
<td>34.10</td>
</tr>
<tr>
<td>Rashie</td>
<td>Plain black</td>
<td>33.00</td>
</tr>
<tr>
<td>Thongs</td>
<td>(not available at Red &amp; Black Shop)</td>
<td></td>
</tr>
</tbody>
</table>

**Year 6 Formal** Only one Formal Uniform is required

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blazer</td>
<td>RGS</td>
<td>253.00</td>
</tr>
<tr>
<td>Shirt</td>
<td>RGS, white long sleeve</td>
<td>57.75</td>
</tr>
<tr>
<td>Trouser</td>
<td>Grey</td>
<td>39.60</td>
</tr>
<tr>
<td>Socks</td>
<td>Plain grey ankle</td>
<td>8.80</td>
</tr>
</tbody>
</table>

Worn with day uniform shoes, socks, hat, tie & belt
Before & After School Hours Care and Vacation Care

The Rockhampton Grammar School’s Before & After School Hours Care runs from 6:30am and then from 3:10pm to 6:00pm for RGS Primary students.

It is a fully supervised recreational program where children can participate in a variety of organised activities, choose their own or just hang out in a from a purpose built Outside School Hours Room situated in Primary, within the Beasley Building.

Age-appropriate activities, such as art and craft, music, board games, computers, construction as well as thinking and problem solving games are available within our daily programme. Student mostly use the School playgrounds and the undercover areas just outside the OSH Room. But the most popular area is the Primary oval, where cricket, football, soccer and other games are played.

A light Breakfast is provided in the mornings and a nutritious Afternoon Tea in the afternoon. RGS Preppies are escorted to and from class.

Cost:
$9.50 per day for the Before School Program
$19.00 per day for the After School Program

Bookings are essential. Please contact the Early Learning Centre to complete an Enrolment Form:

Phone: 07 4922 1615
Fax: 07 4922 7654
Email: elc@rgs.qld.edu.au

Vacation Care

RGS Vacation Care is a fun place to come on the school holiday. It runs from 6:30am – 6:00pm weekdays (closed on public holidays). The program, based on the After School care model, is developed with in-service theme days and excursions to local facilities including Putt Putt Golf, Ten Pin Bowling, local playgrounds, the cinemas and various attractions around Rockhampton.

Cost:
$59.00 per day + excursion fees

Sign up for the November-January Vacation Care by viewing the Vacation Care programme at www.rgs.qld.edu.au/after-school-and-vacation-care and completing the forms at the back.

For more information please contact the Early Learning Centre, which administers the Vacation Care program:

Phone: 07 4936 0880
Fax: 07 4936 0888
Email: elc@rgs.qld.edu.au
# Music Department
## Instrumental and Vocal Music Programme Enrolment

<table>
<thead>
<tr>
<th>STUDENT’S NAME</th>
<th>YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PARENT/GUARDIAN DETAILS</th>
<th>Home Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Home Phone</td>
</tr>
<tr>
<td></td>
<td>Business Phone</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>I wish my child to be enrolled in the instrumental and vocal music tuition programme on:</th>
<th>Nominate instrument/voice here</th>
<th>My child will need to hire an instrument</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Yes [ ] No [ ]</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Details of musical experience (if applicable)</th>
<th></th>
</tr>
</thead>
</table>

| Would you like your child to sit for external performance examinations? | Yes [ ] No [ ] |

Each scheduled lesson is charged unless the RGS Music Department has been notified of the upcoming absence.

NB: The Instrument Hire form must accompany this Enrolment form with hire payment or proof of internet payment. Following this process, the relevant instrument will then be issued to the student.

**Declaration**

I/We understand and accept the terms and conditions under which instrumental and vocal tuition is offered at The Rockhampton Grammar School as outlined in this booklet.

---

Parent/Guardian name: ___________________________  Parent/Guardian signature: ___________________________  Date: ___________________________

---

**Please return this form as soon as possible to:**
Music Department
The Rockhampton Grammar School
Archer Street
ROCKHAMPTON, 4700
Music Department
Instrumental Hire Agreement

<table>
<thead>
<tr>
<th>INSTRUMENT TYPE</th>
<th>BRAND</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<table>
<thead>
<tr>
<th>INSTRUMENT SERIAL NUMBER</th>
<th>EQUIPMENT NUMBER</th>
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<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>ACCESSORIES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STUDENT’S NAME</th>
<th>YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

Declaration

I acknowledge that the above instrument at all times remains the property of the Music Department, The Rockhampton Grammar School, and is issued to the student subject to the following conditions:

- The instrument is to be used by the student to whom it is hired and by no other person.
- Every care and attention must be given to the instrument during the period of the hire.
- Loss or damage to the instrument must be reported to the Head of Music immediately and the cost of replacement or repair met by the parent/guardian of the student to whom the instrument was hired.

The instrument is available for hire at a cost of $200 per year, prior to instrument being issued. Cheque, Cash and Internet Funds Transfer (IFT) payments acceptable.

The hired instrument must be returned by the last week of Term 4. If you wish to hire the instrument for the following year, the $200 hire cost must be paid to the RGS Music Council and the RGS Head of Music notified when this process has occurred.

Please make cheques payable to:
The RGS Music Council, PO Box 8179, Allenstown, Qld 4700

EFT: The Rock Building Society Ltd; Account name: The RGS Music Council; BSB 655-000; Account 100 402 887

Please include student name details on EFT transaction.

Invoices for instruments hired will be issued by the RGS Music Council at the end of each term unless advised otherwise.

<table>
<thead>
<tr>
<th>Parent/Guardian name</th>
<th>Parent/Guardian signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Student name</th>
<th>Student signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Head of Music</th>
<th>Head of Music Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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