

ADMINISTRATIVE PROCEDURE 262

Music Lessons during School Hours by a Private Instructor

The Board recognizes that under *The Education Act* a parent has a right to withdraw his/her child for up to a half day a week for the purpose of receiving instruction in music.

To assist parents who choose to have their children receive private music lessons during school hours, the Board will allow the use of the school and the appropriate instrument (if available) during school hours providing the following conditions are met:

- 1.1.0 Approval must be given by the Principal on an annual basis to any person wishing to offer music instruction in schools. Form 262-B must be submitted with a community use form. Approval must be received before any scheduling is done with potential students. Third party General Liability insurance is required for any approved music instruction provider. The school will pay for the tuning of a piano once per school year to meet the needs of the school. Additional tuning would have to be covered by the instructor(s).
- 1.1.1 Appropriate space is available.
- 1.2.0 Parents must be made aware that the private lessons are not sponsored or in any way associated with the Board. The Board is only renting space to the music instructor to assist parents who may wish their children to take music instruction during the school day.
- 1.2.1 To ensure that parents understand that the music instruction is in no way associated with the Board, parents will be asked to complete the attached form when requesting from the principal that their child be withdrawn from the regular school program for the purpose of music instruction.
- 1.3.0 The music instructor must sign a regular rental agreement. The approval of this agreement by the principal will indicate the use of the facilities and appropriate musical instrument (if available) will not be detrimental to the regular program.
- 1.4.0 Advertising with respect to this service will be provided through the school as approved by the site administrator. However, distribution must comply with AP 149. As a result, no general distribution to students will occur.
- 1.5.0 Although the music instructor will be permitted to use the school facilities providing the required conditions are met, principals should continue to encourage parents, where possible, to have their children take this instruction outside of school hours.

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- 1.6.0 Schedules for music lessons during the school day will be developed by the site administrator in consultation with the music lesson instructor. Disruption to instructional time should be kept to a minimum.

Fall 2019