



**PERTH & KINROSS COUNCIL  
EDUCATION & CHILDREN'S SERVICES  
MUSIC INSTRUCTION - CENTRAL GROUPS  
APPLICATION 2011/12**

<b>Form IT2</b>
No.....

*Kinross Council Education & Children's Services is committed to continuing to provide a high standard of Music Instruction*

This is an application to register your child for central groups and in no way guarantees that the places applied for will be available. Places are allocated to pupils on the basis of an interview and an assessment of musical interest and aptitude.

Completed forms should:

- 1) If issued by an instructor, be returned to the **instructor who initially issued the form**
- 2) If not issued by an instructor, be returned to: **Allan Young, Music Co-ordinator, Education & Children's Services, Blackfriars, North Port, Perth, PH1 5LU**

**PUPIL DETAILS**

1. Pupil's Forename..... Pupil's  
Surname.....
2. Date of Birth..... Class Year Session 2011/2012 (e.g.  
P7) .....
3. School to be attended Session  
2011/2012.....

**PARENT/GUARDIAN DETAILS**

4. Parent/Guardian's Forename.....  
Surname..... Title\* Mr/Mrs/Ms/....
5. Address  
.....  
.....  
.....  
.....
6. Postcode..... Telephone No. (Home) ..... (Work)  
.....

In order to assist with parental communication re upcoming rehearsals, concerts etc, we would prefer to contact you by email, where possible.

Email Address..... for all future communication.

In case of emergencies, such as cancelled rehearsals due to bad weather, please also give details of your mobile number  
.....for group call purposes.

## CENTRAL GROUPS DETAILS

7. For which central group(s) is this an application?

.....

.....

8. Has your child previously attended a central group(s) **Yes/No** \*

If so, which Central groups(s)

.....

9. Is your child registered for school based instrumental tuition? **Yes/No\***. If yes, which instrument(s)/instructor(s)?

1<sup>st</sup> Instrument.....  
Instructor.....

2<sup>nd</sup> Instrument.....  
Instructor.....

## PAYMENT DETAILS

10. Payment Exemptions

If you are applying for an exemption from payment please tick the box below.

Exempt – Parent/Guardian in receipt of Employment Support Allowance (Proof will be required)

**Please Sign over**

11. Payment Options

The fee for central groups is set at £77.20 for the school session 2011/2012. In all cases total payment must be received prior to 31 March 2012.

**If you wish to pay the fees in instalments please contact the Sales Ledger Team on 01738 477440 on receipt of the invoice.**

## TERMS & CONDITIONS RELATING TO THE PAYMENT OF TUITION FEES

- An invoice will be posted to you, where applicable, when your child has been accepted for a central group. **Please do not make any payment prior to receiving an invoice. Payment cannot be made at your child's school.**
- Central groups are provided free of charge where the parents/guardians of the pupil are in receipt of **Employment Support Allowance or Income Based Job Seekers Allowance. YMI pupils will be charged.** You will be required to produce proof of receipt of benefit to Payments Support Team, Education & Children's Services, by means of a photocopy of your benefits book or letter from the Benefits Agency, confirming benefit. No other benefit (e.g. Working Families Tax Credit or Disabled Person's Tax Credit) qualifies as an entitlement to free central groups. **The address shown overleaf must agree with the address on your benefits paperwork.**
- If a child joins central groups for a part year, the full fees will be payable.
- **If a pupil withdraws from central group, the parent will be liable for the full central group charges.**

- Any changes in circumstances during the session must be notified and a charge may be levied/reduced where appropriate.

**DATA PROTECTION ACT 1998**

The information provided by you and by relevant third parties will be used in assessing and meeting your service needs. It may include both financial and other details and may be shared with the other appropriate professionals and service providers. In terms of the Data Protection Act 1998 you are entitled to know what personal information Perth & Kinross Council hold about you on payment of a fee of £10. Application should be made to the Executive Director, Education and Children's Services, Pullar House, Perth.

I apply for my son/daughter to be given the opportunity of instrumental tuition and understand that if he/she is selected a fee will be payable unless I qualify for exemption.

I have read and agree to the Terms and Conditions relating to the payment of central group fees in this form.

I have read and agree to the Terms and Conditions as laid out in the 'Prospectus for Instrumental Tuition and Central Groups'.

The information I have provided is accurate as at the date below.

Signature of Parent/Guardian..... Date.....  
*(all applications must be signed and dated)*

If you or someone you know would like a copy of this document in another language or format, this can be arranged by contacting Lynne Brand on 01738 476311