



**Guildhall School
of Music & Drama**
in partnership with
Islington Council

Music at your school 2023-24

Supported by
Music Education Islington

Service Level Agreements

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How to access our services, programmes & activities



General

This document introduces services, programmes and activities for Islington's state maintained primary and secondary schools.

In order to access reduced costs to services, programmes and activities listed in this brochure schools will need to sign up for a Service Level Agreement (SLA).

SLA costs for independent schools vary on a case-by-case basis. Please contact:
MusicEducation.Islington@gsm.d.ac.uk

Service Level Agreement

The SLA is made between the school (the client) and Guildhall School's provision for Music Education Islington (MEI) via Islington Council. The parties agree to act in good faith and in a reasonable and timely manner with regard to the operation of the agreement.

Please contact MusicEducation.Islington@gsm.d.ac.uk to discuss the best fit for your setting.

Duration

The duration of this SLA is effective for three school terms between 1st September and 31st July unless agreed otherwise between MEI and the school.

The school must give at least one term's paid notice of any cancellation to instrumental teaching (or have given notice by the half-term break) or engagement in partner activities.

Music in Secondary School Trust (MiSST) Partnership

MiSST partner schools sign a Memorandum of Understanding each academic year. This sets out the expectations and responsibilities of each partner with regard to the MiSST provision of services. MiSST partner schools can also sign up to the Music Education Islington SLA, which enables them to access the additional services listed below.

Service Level Agreements

88% of Islington schools worked with one of the core MEI partners in 2022/23

Standard Offer £155**

- Termly CPD and **network opportunities** for all phases
- Access to highly trained **peripatetic teachers** at subsidised costs
- **Performance** opportunities
- Access to **music therapy***
- Annual **music assembly** introducing instruments to your students
- Access to **instrumental hire** scheme
- Subsidised rates to progression opportunities for your students
- Access to **opportunities and activities** to encourage deeper engagement with music by partner organisation (e.g. singing, music production, composition)

Primary focus:

- Access to free **Mentoring scheme** for EYFS, KS1 & KS2 class teachers, introducing “**Music Explorers**” (EYFS) or “**Jolly music**” to teach music in the first years at school
- Access to online music school “**Charanga**”

Secondary focus:

- Access to **MusicFirst** provision, e.g. unlimited seats to **Focus on Sound Pro** or
- Access to **YuStudio - Charanga**

Targeted Offer £311**

Includes everything in the Standard Offer (see above)

In addition:

- Equivalent of 3 hours per year of targeted advice and support on an area identified by the school, e.g.
 - development of Early Years,
 - Singing Instrumental access and progression,
 - Widening genres & styles

Bespoke Offer £571**

Includes everything in the Standard Offer (see above)

In addition

- Equivalent of 8 hours of bespoke advice and support for schools on music curriculum development including:
 - Singing
 - Early Years First access to music
 - Progression routes
 - Music curriculum development support
 - Whole school improvement using music

* **Music Therapy** is a psychological therapy using established musical interventions to support people of all ages with their **psychological, emotional, cognitive, physical, communicative and social needs**.

**£50 will be refunded to all schools contributing to the annual Arts Council Survey, distributed in July 2024

What to look out for in 2023-24

Autumn term

School teacher network meeting for all Key Stages, including CPD opportunities with **Voices Foundation** for Winter Sing
Our **Winter Sing** will return for all KS1 – KS3, join us at Union Chapel

Spring term

Changing Voices Programme in collaboration with Voices Foundation: KS1-KS3, teacher training (KS1-KS2) and in-school workshops (KS3)
CPD for **Create and Perform**, our project for creating new group compositions with your students
Voices Foundation event at Islington Assembly Hall

Summer term

Continuation of Changing Voices Programme
MEI Conference Day including networking & training opportunities
Assembly week: introduce your students to a variety of instruments
Transition network meeting: bringing primary and secondary school music teachers together to share teaching approaches as well as an introduction to primary students arriving at our secondary schools
New Sounds Festival #2, bringing together singing, instrumental performances from the Create and Perform project and produced music to celebrate a day of music at Milton Court



Never miss an event, training opportunity or any other news: Sign up to our Newsletter follow the QR code link



Weekly after school MEI activities

More information:



Monday	Tuesday	Wednesday	Thursday	Friday
<p>4.30pm - 6.30pm age 11+</p> <p>Music Centre @ EGA (Jazz, Funk, Fusion, Afrobeat, experimental and beyond)</p>	<p>4pm - 4.45pm age 4-6</p> <p>Music Explorers @ West Library</p>	<p>4pm - 7pm age 6+</p> <p>Music Centre @ COLA-Highbury Grove (Introduction to music, age 6-8 & Instrumental course, age 8+)</p>	<p>Individual Practise Day!</p>	<p>5pm - 7pm age 13+</p> <p>Drop-in band practice @ Lift Youth Hub</p>
<p>4pm - 7pm age 6+</p> <p>Music Centre @ AMSI (Introduction to music, age 6-8 & Instrumental course, age 8+)</p>	<p>4.30pm - 6.30pm age 13+</p> <p>Drop-in band practice @ Platform Youth Hub</p>			



School Programmes & Activities

In 2022/23 Guildhall School's MEI instrumental and vocal provision reached approx. 1500 children and young people per week.

Peripatetic Teaching

Music Education Islington works with a large range of peripatetic tutors, teaching all ages of individual students, whole class ensemble teaching (WCET), small groups, individual lessons and mixed ensemble covering the following areas:

- Musicianship (e.g. Jolly Music)
- Singing (including school singing assembly)
- Bowed string instruments (violin, viola, cello)
- Plucked string instruments (ukulele, guitar)
- Woodwind and brass instruments (trumpet, trombone, clarinet, flute, recorder)
- Ensembles
- Group percussion
- Music production

General Teaching Structure for group teaching

10 taught lessons per term. Three terms per academic year.

MEI require at least 2 consecutive hours' of teaching each week to engage tutors.

Any additions or changes to in-school teaching must be discussed with MEI and confirmed in writing with half a term's notice.

Please find MEI and schools' responsibilities as part of the Information and Terms of Conditions section of this document.

Charges for group lessons (5 or more students) reflect 45 minutes contact time and a minimum of 15 minutes preparation time:

Additional preparation costs (e.g. pre-lesson tuning time for some instruments) will be discussed on a case-by-case basis.

Costs

Peripatetic teaching time	Cost per hour	Cost per 10 week term
45 min contact time	£38	£380

Any additional teaching hours or weeks, as well as expected participation in additional dates due to school performances and training above the agreed service provision must be arranged in advance between schools and MEI management. Schools must not engage MEI tutors in private arrangements.

Individual lessons or small group (up to 4 students) at your school

10 taught lessons per term. Three terms per academic year.

MEI require at least 2 consecutive hours' of teaching each week to engage tutors.

Individual and small group lessons are best taught in 25 min slots per group.

Peripatetic teaching time	Cost per hour	Cost per 10 week term
50 min contact time	£38	£380

First access to instrumental provision – What’s best for your school?

According to the national curriculum, every child should have access to instrumental learning for at least one term. Islington encourages all schools to give each child this opportunity for at least one year.

The following tables shows three different ways to implement the most suitable provision at your school. The more intense instrumental lessons are during the first year, the faster pupils will progress; students will be more likely to feel encouraged to continue their instrumental journey in subsequent years as part of your progression opportunities.

Time per week	Number of MEI tutors	Number of school staff	Costs/week 1 class/week	Cost /term 1 class/week	Cost/year 1 class/week
Level 1					
45 min per class contact time as whole class, + 15 min set up time	1	1 regular participating staff member learning alongside the children and supporting the instrumental tutor (where that is not possible, school can access additional instrumental assistance) + additional support school staff for SEND students	£38 (additional instrumental assistance £18)	£380 (£180)	£1140 (£540)
Level 2					
45 min per class contact time as whole class, + 15 min set up time Additional 3 x 20 min small group time to focus on specific issues in smaller groups of 10	1	1 regular participating staff member learning alongside the children and supporting the instrumental tutor (where that is not possible, school can access additional instrumental assistance) + additional support school staff for SEND students	£76 (additional instrumental assistance £36)	£760 (£360)	£2280 (£1080)
Level 3					
45 min per class contact time as whole class, + 15 min set up time Additional 6 x 20 min small group time to focus on specific issues in smaller groups of 5	1	1 regular participating staff member learning alongside the children and supporting the instrumental tutor (where that is not possible, school can access additional instrumental assistance) + additional support school staff for SEND students	£114 (additional instrumental assistance £54)	£1140 (£540)	£3420 (£1620)

Progression opportunities for subsequent years

- Continuation a whole class offer on Level 1, 2 or 3
- Group provision for students with interest on continuing music provision during curriculum time or after school club
45 min contact time + 15 min set up time: £38, per term £380, per year £1140)

Curriculum Support Packages

Charanga for Primary and SEND

Charanga is a world-leading music teaching and learning platform with a vast library of resources, songs, instrumental courses and creative apps.

Teaching units cover a wide range of topics and each student can have their own account set up to create and complete projects.

Cost:

All MEI schools have free access to the online music school Charanga. All teachers can attend training throughout the year.

Jolly Music mentoring scheme KS1

The Jolly Music scheme offers a well-planned music curriculum, teaching musical skills to children through singing, games and rhymes. The approach places singing at the very heart, engaging inner hearing and developing musical ability, with the outlook that the voice is the ideal instrument, because we all have one and it is free!

Jolly Music can be delivered by class teachers, using the material published by [JollyLearning](#) (always start with the 'Beginners' book)

For tutors who are new to singing with and to their class, our mentoring scheme helps to develop teacher confidence and get the best start to the programme.

A Jolly Music mentor will work with two of your school's teachers over the period of one term to support their individual needs.

Who:

Two KS1 teachers who do not yet feel confident enough to deliver Jolly Music in their classroom.

Programme details:

Duration: Five visits over 10 weeks (fortnightly visits)

Sample visit timetable:

Teacher A: 40 min contact time with their class

Teacher A: 20 min teacher and mentor reflection

Teacher B: 40 min contact time with their class

Teacher B: 20 min teacher and mentor reflection

The mentoring programme will start with teachers delivering an initial Jolly Music session to their class (all groups start with the Jolly Music Beginners Book, introduction of songs can be found [online](#)), to give mentor and mentee a platform on which to reflect and develop a set of bespoke goals for each individual teacher.

Costs:

Initial 5 sessions free to MEI schools, subject to availability

Additional sessions: £114 per visit

Early years mentoring scheme “Music Explorers”

Early years practitioners are invited to join our regular Music Explorers activities on Tuesday afternoon. Following a minimum of 5 sessions one of our Music Explorer leads will join your school to support you setting the right music environment in your school.

Costs:

Observation of Music Explorers free of charge
2 consultation visits, one hour each free of charge
Additional visits £70 per hour per visit

YuStudio by Charanga for KS3+

Charanga’s VIP Studio is an easily accessible online studio tool that helps young people to produce digital music to support song writing, creation of beats, producing & mixing, as well as releasing and promoting their music.

Compared to all other online music production platforms, VIP Studio is one of the most GDPR secure options. It is embedded with lots of educational units, step-by-step guides and unlimited online access and is therefore a useful tool for teachers and students.

Students can have their own log-in account, so they can create music wherever and whenever they would like to.

Cost:

All MEI schools can request access to unlimited seats for VIP Studio Sessions. All teachers can attend training throughout the year.

Free access is limited, please let us know ASAP about your preference.

MusicFirst – Partner Software Packages for KS3+

We offer a MusicFirst Partner Software Package that will give your school access to exciting, interactive and easy-to-use software applications.

Choose from:

- **Focus on Sound PRO** (unlimitedseats),
- **Soundtrap** for Education (100 seats),
- **Noteflight** Learn (200 seats),
- **Soundtrap/Notflight** bundle (70 seats),
- **Flat for Education** (220 seats)
- **O-Generator** (350 seats)
- **Auralia First** (250 seats)
- **MusitionFirst** (250 seats)
- **AuraliaFirst/MusitionFirst** bundle (150 seats)
- **Soundation4Education**(150 seats)

Cost:

All MEI schools can request access one of the options above.

Free access is limited, please let us know ASAP about your preference.

Music Therapy

Music therapy is a psychological therapy using established music interventions to support people of all ages with their psychological, emotional, cognitive, physical communicative and social needs.

Music therapy supports children with:

- Communication/learning disorders in individual or group lessons.
- Special needs/emotional needs in special or mainstream schools.

Sessions are offered through Guildhall School of Music & Drama's Music Therapy department with highly skilled therapists and instrumental teachers.

Structure:

Minimum 36 weeks per year

Cost: according to provision, starting at £350 per day

Setting up new music therapy provision will take up to 12 weeks, with the school being part of the recruitment process of the most suitable therapist for the setting.

West African Drumming KS1-KS4

Our West African Drumming workshop is led by Mohamed Gueye, who has life-long experience playing the Sabar and Djembe drum and is highly sought after for his explosive performances and patient teaching. Passed down to him by his ancestors, Mohamed has a detailed understanding of Sabar rhythms and the history of Senegalese culture.

At the heart of African Drumming is pure and simple fun. It is energising, inspirational and is accessible to all ages and abilities.

Students will join in collective music-making, learn the professional techniques of West African Djembe drumming in a fun and supportive environment. Learning traditional rhythms, and the history behind it, students will work together using a mixture of polyrhythms, breaks and song to be able to play a whole piece by the end of the sessions.

Instruments:

Instruments will be made available for the duration of the course. Schools will be responsible for the safe storage of these instruments at their school throughout the 10 weeks

Costs (including instrument hire):

10 weeks programme (example)

full day	half day
5 sessions per day e.g. session 1: 9.10-10:00 session 2: 10.10-11.00 session 3: 11:10-12.00 lunch break until 1pm session 4: 13:00-13.50 session 5: 14:00-14.50	3 session either am or pm, e.g. session 1: 9.00-9.50 session 2: 10.00-10.50 session 3: 11:00-11.50 or session 1: 12.30-13.20 session 2: 13.30-14.20 session 3: 14:10-15.20
£3100 for 10 weeks	£2200 for 10 weeks

Instrumental Progression Programme

Music Centres (KS1- KS4)

Become an MEI Music Centre School

Becoming a music centre school secures progression opportunities for all students who would like to continue learning an instrument, independently of their individual circumstances.

There are a range of benefits of being an MEI Music Centre School:

- Free music tuition for children eligible for Free School Meals (FSM) who show musical interest and potential
- Reduced cost to access all activities at MEI Music Centres for fee paying students (£70 per term reduced from £140)
- Free or subsidised access to instruments schools can't provide
- Invitation to attend appropriate concerts and participate in events at Guildhall School of Music and Drama & The Barbican, or any other MEI partner either free of charge or for reduced fees.

Participating MEI Music Centre schools will:

- Provide all pupils with regular instrumental lessons by instrumental tutors.
- Provide and maintain all pupils with appropriate instruments.
- Encourage and support pupils that show interest and potential to regularly attend the Music Centre afternoon sessions (30 sessions per academic year).
- Ensure the safe arrival of all students at the centre, student's pastoral care during the two hours of the activities and safe handover to their parents or return to their school, depending on the school's individual arrangement. Dedicate one staff member (preferably music lead) to:
 - Stay in communication with Music Centre admin team.
 - Liaise and provide help and support to pupils/parents & carers, including help to accommodate regular practice and online access if face-to-face cannot take place.
 - Invoice parents of participating children in line with the fee structure.
 - Provide MEI Music Centres' Designated Safeguarding Lead (Mirjam James Mirjam.James@gsmd.ac.uk) with any relevant safeguarding / child protection information which will ensure appropriate safe management at the programme for the pupil(s) and or staff concerned.
 - Provide MEI Music Centres' staff with relevant SEND information.

Music Centre Courses:

KS1, KS2: Satellite Centres at Islington primary schools

This 60 minute Introduction to Music course develops children musicianship skills through a range of activities, games and songs. Ideally, pupils will join the course in year 2 and receive two years of musicianship before joining the music centre to learn an instrument in year 4. Year 3 pupils can join the course for just one year.

Students will learn to feel a strong sense of pulse, moving to music, pitching notes and hearing the music in their heads. As well as musical skills, children will also develop listening skills, social interaction, coordination, and memory and language skills. This engaging, playful and supportive learning environment allows each child to express themselves in a creative and safe space, helping them to grow as a person and as a musician.

Minimum number of participants: 15

KS2, KS3, KS4: Instrumental Course KS2+

Young musicians who have taken part in the Introduction to Music Course or have been playing an instrument for at least one term come together in one of our MEI Music Centres (see 'Where and When').

Each term the sessions culminate in performances for friends, family and teachers.

Course includes:

- Instrumental Group Lesson or option of individual lessons
- Choir
- Instrumental ensemble
- Creative music ensemble
- Orchestra (KS3+/Grade 3+)

KS3, KS4, KS5: Jazz, Funk, Fusion, Afrobeat, Experimental and Beyond Band Practice

Every week students learn pieces in a group. They will learn how to solo and how to play as part of band. The relaxed atmosphere will help students to develop from where they are when they start the course to reach their goal next steps in their music journey. A number of performances will enable students to get used to playing in front of an audience.

Students who want to join this course need to be able to play all 12 notes on their instrument but do not have to be able necessarily to read music. Students will learn how to read music as part of the course.

Where and when

Schools can attend one of our three centres, and so it is important that you choose the right centre for your school.

Monday	Monday	Wednesday
4.30.-6.30 (Jazz, Funk, Fusion...)	4.00-6.00pm (Years 4, 5 & 6) 4.30-6.30pm (Year 7 +)	4-6.00pm (Years 4, 5 & 6) 4.30-6.30pm (Year 7+) 5.00-6.00pm Music Theory Booster Session
Elizabeth Garrett Anderson School Donegal Street	Arts Media School Islington Turle Rd Finsbury Park	City of London Academy 8 Highbury Grove Highbury East
London N1 9QG	London N4 3LS	London N5 2EQ

Which instruments do we cover?

Strings – violin, viola, cello, double bass, ukulele, guitar.

Woodwind – flute, oboe, clarinet, bassoon, recorder, saxophone.

Brass – trumpet, cornet, French horn, tenor horn, trombone, euphonium, tuba

Costs per term per student:

Introduction to Music and Instrumental Course: £70 each
(costs for students outside Music Centre Schools £140)

Music Theory Booster Session: £65

All courses are free for FSM students

In 2022/23

The total of **250** children are part of all three music centres., of which **150** students come through six music centre schools, including satellite centres.

35% of all students are eligible for FSM/access pupil premium.

Instrument Hire & Purchase

Instruments can be hired in class sets to support school's whole class ensemble teaching (WCET) in your first access or progression offer, as well as smaller sets of individual instruments – all subject to availability.

Unless agreed otherwise, all class sets are 31 instruments, which allows the school's supporting staff member from your school to join into all instrumental lessons.

Instrument hiring conditions:

- 1) The cost of repairing damage to the instrument caused through normal wear and tear will be paid for by the school. If any damage is noticed, the instrument must be immediately returned to Music Education Islington (MEI) Administration who will then be responsible for arranging repair. A quotation will be obtained first and the school informed of the amount. The cost of repair will be passed on to the school.
- 2) Schools will be responsible for the replacement of strings, for stringed instruments, without the necessity of consulting the MEI Office. MEI can assist with this and arrange for the school to be invoiced.
- 3) Schools will be responsible for obtaining reeds on appropriate woodwind instruments. MEI can assist with this and arrange for the school to be invoiced.
- 4) The instrument will be returned to MEI on request. MEI will require to see the instruments annually at the end of the Summer Term
- 5) Instruments loaned to schools through MEI can be sub-loaned to pupils at each school's discretion, however, schools are responsible for any loss/damage/theft of MEI resources and will be invoiced accordingly.

Hiring to support class and group lessons

	With SLA, state maintained	All other schools
Class set ukulele or glockenspiel	£58 per year	£85 per year
Class set other instrument *	£120 per year	£345 per year

Hiring to support individual lessons

	MEI Tutor	Not MEI Tutor
Individual instrument**	£14 per term	£18 per term

Instruments to purchase

	Cost
Class set recorder	£4.00 per instrument
Individual recorder	£6.00 per instrument
Individual glockenspiel	£25 per instrument

*violin, viola, cello, guitar, trumpet, ptrumpet, pbone, flute, clarinet

**all of the above and trombone, tuba, bassoon, double bass, saxophone, euphonium, oboe, French horn



Information and Terms and Conditions

By signing to undertake an SLA with additional programmes, activities and courses with Music Education Islington, the school understands that peripatetic tutors will be booked based on their requests, and must agree to honour the commitment. If the school wishes to alter the booking request submitted, they must undertake a conversation with MEI to establish the feasibility, next steps and timeline. If no agreement can be reached, schools will be charged for any cancelled lessons. The school must give at least half a term's notice of any changes and cancellation to teaching, otherwise the school will be charged according to this agreement.

Lessons may be delivered in person or online, depending on government restrictions or prior agreements.

When MEI receives requests from schools, MEI will undertake recruitment of tutors. If MEI is in a situation where they are unable to honour the SLA with available tutors, they will engage in conversation with the school to find a resolution.

Intent

The purpose of this arrangement is to provide schools with the opportunity to purchase high quality instrumental/vocal tuition, support and training and/or advice on all aspects of music provision. MEI will work collaboratively with schools to support the selection of instrumental tuition programmes that best meet the needs of the individual school.

Services offered to the client

Your agreed offer of all services will be sent and signed by the two parties prior to the start of the provision.

Additional offers will be communicated to schools throughout the academic year through our newsletter <https://www.gsmd.ac.uk/study-with-guildhall/children-and-young-people/music-education-islington#sign-up-to-our-newsletter>

The programme of tuition selected will be agreed between the school and the service.

N.B. Provision may be dependent on the availability of tutors with the appropriate lead or support skills necessary for the specific roles and instrument stock.

MEI Responsibilities

- Ensure that all programmes are planned and monitored.
- Ensure that the agreement between the school and the service provider with regard to the programme required is fully understood.
- Ensure that the school is kept fully informed of any changes or concerns that may arise in order for action to be taken as soon as possible. This is particularly important if it is perceived that additional support is needed.
- Provide the school with high quality instrumental tuition, support, advice and training through the provision of a well-trained, well informed and professional team.

- Commission additional services/providers if required to meet the needs of the school, always subject to availability.
- Promote high quality teaching and learning through CPD and observation of our tutors.
- Ensure that all staff have satisfied the required safeguarding checks for work with children and young people.
- Ensure the school is notified when a tutor/workshop leader is ill and unable to attend by 9.00am on the named day. MEI will endeavour, where possible, to send a deputy in place of the regular tutor.

Delivering the Service

The services will be delivered by instrumental/vocal/musicianship tutors from the MEI tutor pool, teachers or managers. All tutors have gone through MEI's recruitment process to assure quality teaching.

School Responsibilities

To enable the service provider to deliver a service of the highest quality, the Client shall:

- Ensure that the exact requirements of the service purchased are agreed in advance with MEI, but at least, the end of the term prior to the commencement of the provision.
- Agree all teaching/workshop dates and times in advance with MEI administration and tutors.
- Ensure that agreed dates and times are honoured and that notification of essential cancellations is reported at least one week in advance via email to MEI and affected tutors. Schools will be charged for late cancellation (less than 7 calendar days).
- Ensure that all tutors/workshop leaders receive a list names of all pupils to be taught, including SEND to best adapt teaching, but also – where necessary - instruments
- Ensure that all tutors are familiar with the school's music curriculum, as well as the school's termly themes and other school related information to assure that all music provision is linked up with wider school topics, if possible.
- Comply with any requests for information to enable the monitoring and evaluation of the service. This is for the submission of data required for the purposes of monitoring and self-evaluation of the service, and for Arts Council returns for which continued central funding depends.
- Ensure that the requirements of tutor/workshop leaders are met so that the service can be delivered effectively and efficiently. These requirements are as follows:
 - A designated school adult (preferably the class teacher) is present at all times during the delivery of whole class sessions and actively involved with the learning (i.e. also learning the instrument), and will support instrumental tutors with behaviour aspects when asked by the tutor.
 - Learning support assistants remain in the class during the session to support the learning of their pupils.
 - A suitable room for the delivery of the tuition/workshops that is of adequate size for the activity, free from distraction and any obstacles (e.g. people walking through or in and out), where it is appropriate to play music without disturbing other activities in school.
 - A consistent room each week with prior notice of any room changes, and suitable alternatives provided if absolutely necessary.
 - Agreed equipment and resources for the efficient delivery of the tuition are in place at the beginning of each session: some examples include:

- Interactive whiteboard, overhead projector, CD player, speakers, instruments, sheet music resources and accessories
- Provision of suitable, well-maintained instruments
- When hired instruments are used, a suitable space where instruments can be stored safely away from any risk of damage through heat, damp and obstruction (schools will be expected to reimburse the cost of repairing or replacing loaned instruments or instrument parts that are either lost or damaged due to wilful neglect or poor handling by pupils, or inadequate storage arrangements).
- Reasonable follow-up tasks are performed by the school staff before the start of the next session, and are completed on time to allow the smooth running of the next session. Some examples include: labelling instruments, providing children's name stickers, copying of written resources.
- The school will undertake to meet the cost of replacement accessories (e.g. clarinet reeds, violin strings) incurred during the course of tuition.
- The school will undertake to meet the costs of damage or repair to MEI loan instruments caused by wilful neglect or inadequate storage arrangements during the period of the loan.
- Use of school wifi/internet to access online teaching resources.
- Agree additional time for instrument set-up, tuning and repair where necessary, additional charges will be discussed prior to the start of the service
- Honour the agreement between the school and MEI for the provision of rigorously selected, skilled tutors
- Not inappropriately seek to employ the same MEI tutors by private agreement to work directly for the school, within an 18month period of the tutor(s) working in the school
- Undertake necessary risk assessments relating to the activity.
- To induct MEI teachers to the school's safeguarding/behaviour management/reward system etc. procedures and protocols.
- Allow MEI staff to access staff room and drink making facilities and toilets.

Quality and Review

Schools are encouraged to feedback on the service provided directly to MEI's Leadership team and Oversight groups. To do this, please email musiceducation.islington@gsmd.ac.uk

Change Controls

This SLA will be reviewed on an annual basis to ensure it remains appropriate for the service it provides and the requirements it places on the wider organisation.

Further activities may be incorporated into the SLA as the needs of both parties develop, and the service adapts to accommodate changes in need or take on additional roles.

Billing and Payment

The core sum of the agreed SLA will be deducted from Islington Council's payments, or invoiced if direct payments from Islington Council are not in place.

The school will be invoiced on a termly basis for other provisions, courses and activities. Hiring fees will be added on an annual or termly bases, depending on hiring arrangements.

Invoices for additional services bought during the year will be sent separately.

Resolving Disagreements

Any concerns or complaints about the level of quality of the services should be made to:
Mirjam James (Manager of Music Education Islington) Mirjam.james@gsmd.ac.uk

If the school wishes to take the matter further, they should appeal in writing to:
Sean Gregory (Director of Innovation & Engagement at Barbican Centre and Guildhall School of Music & Drama).

Any concerns or complaints by school staff or children and young people about treatment by MEI staff should be made in the first instance to the head teacher of the school. If mutual confidence in the continuation of the SLA cannot be restored, either party may terminate it by giving three months' notice (or have given notice by the half-term break).

How to access our services, programmes & activities

To discuss your best SLA, schools programmes, courses and activities, please email

For general enquiries: MusicEducation.Islington@gsmd.ac.uk

Confirm your current provision: Rosie.Carter@gsmd.ac.uk.

In need of more advice: Mirjam.James@gsmd.ac.uk

