MEMO TO: PRINCIPALS
SCHOOL MUSIC COORDINATORS
INSTRUMENTAL MUSIC TEACHERS
FROM: DAMIAN HOEY: REGIONAL MUSIC COORDINATOR
SUBJECT: INSTRUMENTAL MUSIC ALLOCATIONS PROCESS FOR 2015

Dear All,

Following ongoing discussions and advice from the Metropolitan Region’s Instrumental Music Principals’ Reference Group, and in light of the details in Schools Update this week, please note the following changes to Instrumental Music within the Metropolitan Region in 2015. The new arrangements will allow for an expansion of the program and targeted allocation of resources.

1. Instrumental music teachers’ circuits will be adjusted to support the extra year level in secondary schools.

2. It is expected that the itineraries for most Instrumental Music Teachers will be changed for 2015.

3. Primary schools will see two cohorts of beginner students for 2015. It is understood that this will impact on arrangements for recruitment of new students and the availability of instruments. Schools will need to make arrangements to accommodate new students in this year of transition, with permanent processes being developed for 2016. Further discussions with teachers and principals will address possible strategies for 2015.

4. The Queensland Instrumental Music Program is a band/ensemble program where students have at least two contact periods per week, one in an instrumental lesson and at least one in an ensemble rehearsal. The Instrumental Music Program Policy, with links to the Curriculum Guide can be found here.

5. Instrumental Music remains a regional service, delivered through clusters of secondary schools and feeder primary schools. Time will be allocated to schools taking into account available resources, demonstrated demand from schools, participation rates for Instrumental Music (February IM Return numbers over February Census), and the need for reasonable circuits for instrumental teachers.

6. Instrumental Music resources will be allocated in the following way:
   - Students from all primary and secondary schools are afforded access to the Program
   - Instrumental Music Teachers are allocated to band seven schools and above
   - Students in band 5 and 6 schools will have access to Instrumental Music through the IM Online Program, or through cluster programs at neighbouring schools in order to facilitate access to a viable ensemble/group program.
7. All schools at band seven and above will be allocated time to accommodate up to five percent of the school enrolment with schools able to request additional time to service up to twenty percent of the school enrolment. This will be offered through an expression of interest process and will be allocated according to:
   • Demonstrated student demand
   • School’s ability to support, supervise, accommodate and resource the Program and the Instrumental Music Teacher

8. Schools may fund additional time to the IM Program. Advice of a school’s intention to fund additional needs to be received through Instrumental Music Survey by 22 August.

9. Principals are asked to consider the following viability for Instrumental programs
   • Band program (woodwind, brass and percussion) minimum numbers – 20
   • String program - 12
   • Where a school cannot maintain viable programs in band and strings, a preference for one program will be required.
   • Students wishing to learn instruments not offered at the school may be accommodated in the IM Online Program offered by the Music Resource Centre.

10. The following EOI process should be completed by schools requesting additional allocation for Instrumental Music in 2015 across the Metropolitan Region:

Step 1. Complete the attached survey by Friday 15 August. The survey seeks the following information:
   • Participation in the program,
   • Demand,
   • Student levels, and
   • Supervision resourcing and direction of the program in each school.

Step 2. This information will be used in conjunction with information from earlier returns and teacher rolls to allocate available resources efficiently and equitably.

Step 3. Instrumental music student rolls will be used to discuss programs and collect information with myself and instrumental teachers during Term 3 and 4

Step 4. Following compilation of information from schools a draft will be developed for allocations for 2015.

Step 5. Principal cluster meetings will be then be held in October as in previous years to finalise allocations of instrumental staff and time to schools for 2015.

Please contact me for further information.

Regards,

[Signature]

Damian Hoey
Regional Music Coordinator
Metropolitan Region