



## Whole Class Ensemble Tuition Set – Terms & Conditions 2018/19

In order to secure your booking, please be sure to return this completed form by email as soon as possible. All bookings are subject to availability of stock. Provisional bookings can be made with Babcock LDP Music Service in advance of sending a confirmation form. **If you do not receive confirmation of your booking within a few days please contact us to ensure we have received your request.**

Please call 01392 287235 for a discussion on what's available.

Email: [LDP-DevonMusicServiceWorkshop@babcockinternational.com](mailto:LDP-DevonMusicServiceWorkshop@babcockinternational.com)

<b>Name of School using the instrument set</b> (delivery & collection be arranged to this location <i>unless outside of DMEH catchment area</i> )	
<b>School, organisation or cluster responsible for the instruments</b> (to pay hire fee if more than one set and additional costs as necessary)	
<b>Instrument Set</b> (please list 3 choices where possible, in order of preference, as we have limited numbers of sets)	1. 2. 3.
<b>Number of instruments required max 35.</b> (some sets are of a fixed number please see WCET Class Sets 2018-19)	
<b>Period of loan</b> Most sets (excluding percussion & IT) can be kept for longer than one term – please indicate if you'd like a set for longer.	<i>Autumn term 2018*</i> <i>Spring term 2019*</i> <i>Summer term 2019*</i> <i>Other.....</i>  <b>Please indicate which term(s) you would like</b>
<b>Named contact responsible for instruments</b>	
<b>Age group of pupils using instruments</b>	
<b>Information about project – number of pupils, class teacher led WCET or other practitioner?</b>	
<b>Email address for contact</b>	
<b>Signature</b>	



By completing this form you are agreeing to the following terms and conditions:

- Store instruments delivered **in school at all times** in a safe and secure place.
- All instruments and accessories must be returned in good condition allowing for a degree of wear & tear from usage.
- Ensure **all** instruments and accessories are ready for collection (in the correct cases if included) on the date agreed from one location. **Note if outside DMEH catchment we may require you to arrange collection and return of the instruments to our Willand depot.**
- Schools will be expected to find and return any missing items within a maximum of 1 calendar month or the school will be notified of the replacement costs and will be sent an invoice by Babcock LDP. Schools will also be liable for any cost incurred due to excessive damage.
- Instruments must remain in school at all times with the exception of performance events. Pupils are not permitted to take instruments home under the WCET scheme. School are responsible for any loss or damage of instruments.
- Babcock LDP Music Service reserve the right to recall instruments, with appropriate notice, for a short time for key DMEH events such as the Mix festival in the summer term.
- **You are agreeing to return quantitative and qualitative feedback about the use of the instruments as part of this agreement.** We will send a simple survey to the email address given at the start and end of the loan period in order to capture feedback about the impact of the instruments in your school.
- If information is not returned then schools will not be able to access the class sets free of charge.
- Class sets are available as advertised, with no alterations to quantity or type of instruments, unless otherwise stated by & agreed with Babcock LDP Music Service.

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