



Stour Valley Community School
Cavendish Road, Clare
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www.stourvalleycommunityschool.org

Headteacher Mrs Rachel Kelly BA (Hons)

9 October 2019

Dear Parent/Carer

Re: Stour Valley Community School Instrument Loan Service

I am delighted that your child will be receiving instrumental lessons and thank you for encouraging and supporting this.

The Music department is able to loan a suitable instrument, subject to your agreement to abide by the terms set out on the attached form, which must be signed by both parent/carers and student. Please read through the agreement thoroughly with your child and ensure they understand that they will have day to day care of the instrument.

The condition of the instrument will have been assessed by the Music department prior to the commencement of the agreement and any significant issues noted within the form.

Please return the signed agreement form, within seven days of receipt of this letter, to Mr R Watson - Acting Head of Music.

Thank you again for your support.

Yours faithfully

Mr R Watson
Acting Head of Music

Instrument Pre-Loan Check and Confirmation of Agreement & Terms and Conditions

- The instrument supplied by SVCS will be in serviceable condition, with any cosmetic damages identified. If you find there are areas of damage not listed, please notify the school within a week of receiving the instrument
- SVCS will nominate a total loss value for the instrument. This is the figure required to purchase an instrument of similar quality should the loaned instrument be damaged beyond repair or lost by the student. This is also the figure you may use for insurance purposes
- The instrument will be for the sole benefit of the named student
- As a parent/carer, you are agreeing to keep the instrument in a serviceable condition, repairing any damage (reasonable 'wear and tear' is acceptable) and replacing consumable items e.g. strings, reeds, electrical leads, drum-skins etc. as required.
- By signing this agreement, your child is agreeing to participate in the wider musical life of the school through commitment to relevant extra-curricular music activities
- Instruments should be returned to the Music department if no longer required or the student leaves SVCS
- This agreement will be reviewed annually, when the school may choose to revalue the instrument in line with the prevailing market conditions



Instrument Pre-Loan Check and Confirmation of Agreement & Terms and Conditions

Please return this slip to Mr R Watson – Acting Head of Music within seven days of receipt of this letter

Instrument type: Make, model and serial number:

Details of carrying case:

Replacement or total loss value:

Known playing defects: Any cosmetic damages:

Review Date:

Checks carried out by (staff name): Staff signature: Date:
on behalf of Stour Valley Community School

We agree to the loan of the above instrument and the terms and conditions of the Stour Valley Community School instrument loan service

Student signature: Tutor Group: Date:

Parent/Carer signature: Date:

