

Swindon Music Service

Application Form



1. Personal Details:

Name of Parent/Guardian		Title
Name of Child	M / F	Date of Birth
Address:		
		Postcode
Tel (Home)		Tel (Work)
E-mail address		Tel: (Mobile)
School Name		
Name of Instrumental Teacher		

*** Please complete section relevant to your child.**

2. Swindon Young Musicians*

Group 1	Instrument
Group 2	Instrument
Group 3	Instrument

3. School of Contemporary Music (Rock School)*

Group 1	Instrument
Group 2	Instrument

4. Instrument Hire*

Instrument	SBC No	Condition
Insurance Value	Cost per term	


I do not wish to become a member Friends of Swindon Young Musicians (please tick if appropriate)

My son/daughter is currently entitled to free school meals Yes / No (Please circle).

I hereby verify that the above information is correct to the best of my knowledge and agree to the relevant terms and conditions given to me at the time of signing.

Signed : _____ Date: _____

Please turn over to read and sign the photo release form and complete the ethnicity questionnaire.

 The information you provide will be held on our database for the duration of your child's membership / instrument hire. It will be used for office use only. We will not share any information held with external companies. We will hold the information on file up to the child's twenty-second birthday.

Under the data protection act you can see your own personal information. If you would like to know more about this, please ask for our leaflet 'Access to your personal information'. Or contact the Data Protection Officer at Swindon Borough Council, Civic Offices, Euclid Street, Swindon, SN1 2JH

5. Photo Release:

Swindon Borough Council often takes photographs for publicity purposes. These may appear in our printed publication, on our website, or both. Before taking any photographs of you and your child(ren) if under 18, we need your permission. Please answer questions 1 and 2 below, then sign and date as shown.

1. May we use your photograph, or that of your child(ren) if under 18, in publicity materials produced by Swindon Borough Council, including printed publications, presentation and our website.

Yes/No*

2. We regularly send publicity material about our services, including photographs where appropriate to the media, especially local press. Can we use your child's photograph in this way?

Yes/No*

* please delete as appropriate.

Please note that websites can be viewed throughout the world, not just the United Kingdom where UK law applies. This form is valid for five years from the date of signing. Swindon Borough Council will seek renewed consent if the photograph(s) are to be re-used after this time.

Signed: _____ Date: _____

Please print your name in capitals : _____

Person/people in photograph: _____

6. Ethnicity Questionnaire:

	√	COMMENTS
White		
White British		
Irish		
Traveller of Irish Heritage		
Gypsy/Roma		
Any Other White background (please specify)		
Mixed		
White and Black Caribbean		
White and Black African		
White and Asian		
Any Other Mixed background (please specify)		
Asian		
Indian		
Pakistani		
Bangladeshi		
Any Other Asian background (please specify)		
Black		
Black Caribbean		
Black African		
Any Other Black background (please specify)		
Other		
Chinese		
Any other ethnic group		

Swindon Music Service: Terms and Conditions



1 Swindon Young Musicians and School of Contemporary Music

- a Membership of Swindon Young Musicians and the School of Contemporary Music are invoiced on a three term basis. Invoices will be sent prior to the start of each term and must be paid within 14 days.
- b Six weeks written notice must be given to terminate membership of either group.

2 Instrument Hire The Agreement

- a This is an agreement between the Hirer (parent/guardian) and Swindon Music Service, Swindon Borough Council (hereinafter referred to as SBC).
- b This agreement is for an initial loan period of one year. Thereafter this agreement may be extended at the discretion of SBC and after a written request from the Hirer.
- c This agreement may be terminated by either party at the end of the first year. Prior to this, six weeks' written notice must be given by either party to terminate this agreement.
- d In the event of the pupil cancelling all SBC music tuition and activities, this agreement is immediately dissolved and all equipment must be returned to SBC immediately (see section 2e below).

It is the Hirer's responsibility to notify SBC in this event and failure to abide with all of this agreement may result in legal proceedings being taken against the Hirer.

3 The Instrument

- a SBC will provide an instrument that is in full working order. The Hirer agrees to return this instrument in the same condition – well maintained and fully functional.
- b General defects ie scratches, dents, tarnishing, cracks etc, must be recorded on the hire agreement form overleaf and acknowledged by the Hirer and SBC. Any faults or defects not recorded overleaf will be repaired and the full cost will be charged to the Hirer.
- c All instruments on loan remain the sole property of SBC. Under no circumstances may this instrument be sold, exchanged or lent to third parties.
- d The only persons authorised to use this instrument are the pupil stated overleaf and the SBC instrumental tutor.
- e All instruments must be returned to Swindon Music Service, c/o Churchfields School, Falmouth Grove, Swindon, SN3 1ER. Failure to do so may incur a full term's fee.
- f Any damages or faults must be reported to SBC immediately. The Hirer must not under any circumstances attempt to make DIY repairs. Only approved SBC technicians may be used.
- g The Hirer is responsible for all general maintenance costs while the instrument is in their care. This includes peripherals such as: strings, bridges, pegs, rosin, bow hair, reeds, cork grease, pull-throughs, slide cream, valve oil, water-key corks and fuses.

4 The Hirer's Covenants

The Hirer shall during the period of this contract:

- a Take full responsibility for the care and maintenance of the instrument and report any damages to SBC immediately (as detailed above);
- b Pay the hire cost (as indicated overleaf) punctually upon receipt of a termly invoice;
- c Keep the instrument adequately insured against loss or damage covering all risks including fire, theft, flood and malicious damage and against all third party claims made against the Hirer or pupil. In the event of theft or irreparable damage where the instrument has not been adequately insured, an administration fee will be levied in addition to the replacement cost.
- d The Hirer shall not present the hired instrument as collateral in bankruptcy or other legal proceedings.