



# STAWELL SECONDARY COLLEGE

## **Instrumental Hire Policy**

### **Rationale:**

- The Instrumental Hire Policy outlines the costs and responsibilities of those hiring instruments from Stawell Secondary College.

### **Aims:**

- To set a clear outline for the hiring of instruments at Stawell Secondary College.
- To enable any student to learn a musical instrument and to ensure that instruments are available to students who wish to learn.

### **Implementation:**

- Instruments do not go home prior to a hire form being returned with money.
- Instruments need to be placed in secure possession at all times.
- The only instruments usually available for hire are woodwind and brass instruments, to be hired out at \$80 per semester. Keyboards, electric drum kits or guitars may occasionally be hired at the same price under specific negotiation with the music co-ordinator.
- Instruments must be returned over winter/summer holidays if hire forms have not been returned for next semester.
- Instruments must be returned prior to signing off on a school exit form.
- When instruments are not returned:
  - The students should be approached personally by the music coordinator.
  - A phone call home will be made from the music coordinator.
  - Letter home from Music Co-ordinator.
  - Letter home from school management.
  - Instrument listed as missing and the police notified by the Principal.

### **Evaluation:**

This policy will be reviewed as part of the school's review cycle in accordance with the Child Safe Policy, in August, every two years. The review will be led by the Music Coordinator and referred to the Policy Subcommittee and School Council for ratification.

Last Reviewed: July 2019  
Next review date: August 2021

### **Update history:**

First issued	September 2017
Date of update	Summary of change(s)
12/07/19	Guitars included as occasional option for hire