

**GSW SWINDON & WILTSHIRE  
MUSIC HUB**

# **INFORMATION FOR WILTSHIRE SCHOOLS & ASSOCIATES A/Y 2025–26**

**HUB SERVICES TO SCHOOLS**

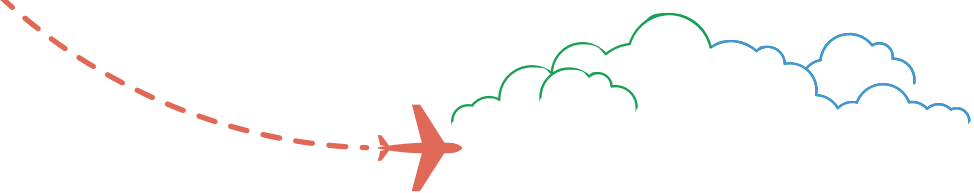


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**ARTS COUNCIL  
ENGLAND**





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# ABOUT GSW

## GSW - Who, What, Where?

Gloucestershire, Swindon, and Wiltshire form a dynamic and diverse area in the South West of England, characterised by its blend of picturesque rural landscapes and vibrant urban centres. While not formally unified through shared infrastructure in sectors like health or education, the GSW Hub is thrilled to have the opportunity to work in collaborative partnership across this region; bringing together expertise and opportunity to better share and facilitate great opportunities to engage with music.

The Hub serves over 800 schools and approximately 250,000 children and young people, with a clear vision to ensure every child has access to high-quality, inclusive music education tailored to local needs, enabling them to reach their full musical potential. The consortium leadership, comprising Gloucestershire County Council (as the Hub Lead Organisation), Gloucestershire Music, Swindon Music Service, and The Music Works are charged with enacting this vision.

For ease of working locally, we have split the Hub into two counties:

- Gloucestershire
- Wiltshire (consisting of Swindon and Wiltshire)

The GSW Music Hub is led by a Consortium of organisations: Gloucestershire Music; Swindon Music Service (charity) & The Music Works (Charity). As a member of the Consortium Executive team, Swindon Music Service represents the strategic development and musical activities for Swindon & Wiltshire.





# INTRODUCTION

## About The GSW Music Hub

The New National Plan for Music Education brings new challenges for the music hubs. This is also on the backdrop of funding allocations remaining static for the past 7-years which has not taken into account price rises and pressure on individual Music Organisations increases in costs.

Our Support for Swindon & Wiltshire Schools through our membership Scheme serving 95% of Wiltshire Schools & 96% of Swindon Schools.

We will continue to provide a comprehensive range of services designed to make music education accessible, engaging, and impactful. Become a hub member school and access the menu below. You can just access the free support if you wish, or develop your school's music provision even further through subsidised buy-in services.

### What we offer Free:

- Expert Tutor Placement: We connect schools with highly skilled and experienced music tutors and providers who bring passion and expertise to every classroom.
- Strategic Music Planning: Assistance in developing robust music curricula and programs that align with school objectives.
- Assistance to develop your School Music Development Plan
- Local Music Networking: Connection to local music clusters to foster collaboration and community, through Support from our schools cluster coordinators
- Bitesize CPD: for your workforce through the new Lead Schools programme.

### What schools pay for:

- Financial Support: Our subsidies make music education more affordable, ensuring that cost is never a barrier to musical learning. We assist with subsidies, you pay the rest
- Instrument Access: We help schools provide students with the instruments they need to explore their musical potential.
- Professional Development: Ongoing training and support for music educators to enhance their skills and teaching approaches.

Maximise Your Musical Opportunities and join the music hub!



# Whole Class Ensemble Tuition (First Access)

This programme is offered predominantly to Key Stage 2 schools when attracting Hub Funding. The reason in any change is due to the New national Plan for Music Education (see extract)

*“It is our ambition, captured in the national curriculum, that every child should have the opportunity to learn a musical instrument. Under this refreshed plan, Music Hubs will still be expected to provide an offer of whole-class and/or group instrumental lessons to their local schools, so that every child can learn an instrument in class time. Such provision should be aimed at primary schools predominantly (and we would expect it will be delivered mainly at key stage 2)...we expect schools to pay for WCET/large/small group and instrument hire, as part of their delivering the music curriculum...the programme must be designed as a high-quality educational offer, with consideration given to the curriculum underpinning of the programme, and ideally should be for a minimum of one year. It should involve all children in the class...be designed by Hubs in partnership with their local schools, to fit coherently within their curriculum offer...” [NPME]*

The Hub will continue to subsidise WCET (First Access) **at Key Stage 2** and **MUST** be delivered by one of our specialist Associate tutors, which is in-line with the new NPME. We will continue to support other Key stages with instrument hire. If schools wish to deliver the programme themselves at any key stage with their own teaching staff, we can support you with resources such as subsidised Charanga licences, pre-recorded lesson videos and CPD through a Hub membership scheme.





## Criteria for First Access Subsidies:

- Your WCET (First Access) programme must be delivered by one of our Associate tutors.
- If you are using an Associate then he/she must be paid the equivalent of £43.30 per hour. (Subsidy will not be agreed for lower rates of pay.)
- Your WCET First Access provision must take place on the equivalent of a weekly basis over a minimum of one term (minimum of 10 sessions). We will not fund First Access that takes place in an intense block.
- First Access must be delivered during the school timetable and not at lunchtime or after-school enrichment time.
- Subsidy is available for up to 33 sessions / weeks of sessions.
- Pupils must be able to access the WCET (First Access) provision for free and without needing to buy an instrument.
- You must provide time to introduce options for continuation to pupils / parents.
- Schools must provide some feedback to Swindon Music Service in relation to a pupils' continuation – we will provide an accessible template.

## How much subsidy is available?

We can subsidise WCET (First Access) tuition delivered by one of our Associate tutors. We encourage schools to think about how incoming expertise can be linked to a wider agenda such as literacy & numeracy.

For academic year 2025-26 the amount of subsidy we can offer is calculated on the size of your Year 3 intake:

- Up to 30 pupils – £5.55 per session (Plus £2.50 per week for Early Bird offer)
- 31-60 pupils – £8.33 per session (Plus £2.50 per week for Early Bird offer)
- 61+ pupils – £11.11 per session (Plus £2.50 per week for Early Bird offer)
- You can request subsidy for a maximum of 33 weeks.

We have a limited budget for WCET First Access subsidy and will close the scheme once we have allocated all the money in the budget. We therefore encourage schools to apply as early as possible to avoid disappointment. Please note that retrospective requests will NOT be approved.



# Instrumental/Vocal Bursary

## Demographic Insight

“While swaths of this region are generally considered relatively affluent, it is important to acknowledge the presence of pockets of deprivation. These can be found in certain urban areas and, to some extent, within more isolated rural communities. Data from sources like the Indices Multiple Deprivation (IMD) highlights that while the region may not be as uniformly deprived as some areas, disparities exist.”

### Overview

Due to increasing pressure on the bursary budget and uncertainty regarding Department for Education funding levels, we have restructured our support package. The scheme has been renamed to "Tuition Bursary" to better reflect its primary purpose of supporting families facing financial barriers to music education.

### Eligibility Criteria

The Tuition Bursary scheme is designed to assist children and young people who face financial barriers to accessing music tuition. To qualify for the bursary, students must fall into one of the following categories:

#### Primary Categories

- Children and young people in receipt of Pupil Premium
- Students categorised by the Local Authority as having Special Educational Needs and Disabilities (SEND) with demonstrated financial hardship (evidenced by Pupil Premium eligibility)

#### Looked After Children

- Funding for Looked After Children is split equally between the Hub (50%) and the Looked After Team within the Local Authority (50%)

#### Eligible Lesson Types

The following lesson formats qualify for bursary support:

- 15-minute individual lessons
- 20-minute individual lessons (newly introduced for Academic Year 2025-26)
- 20-minute shared lessons
- 30-minute shared lessons

#### Tuition Fees and Bursary Amounts

##### Associate Tutor Rates

Associate tutors set their own fees, though the hub recommends an hourly rate range of £30.40 to £41.50.

##### Bursary Values

- Standard Bursary: £5.60 per lesson for eligible pupils (excluding Looked After Children category)
- Shared Lessons: When a bursary-eligible pupils shares a lesson with a non-eligible student, the bursary contribution is reduced to £2.80 towards the lesson cost.

##### Budget Considerations

Please note that due to increased demand and budget limitations, the scheme operates within strict financial parameters. Priority is given to students meeting the specified eligibility criteria to ensure equitable access to music education for those most in need of financial support.



# Instrument Hire for Schools

## Information for schools and Parent/carers

Schools can hire musical instruments at subsidised rates to support delivery of the music curriculum. These competitive prices are set below standard commercial rates to make quality instruments accessible for educational use.

### Availability and Booking

Apply through the Portal for large group or whole class sets of Instruments.

**Primary Source for Wiltshire Schools:** Once you have submitted for request, an email will go directly to Wiltshire Learning Resources Hub to check for instrument availability. They maintain the main stock of educational instruments for hire.

**Secondary Source:** If Wiltshire Learning Resources Hub cannot meet your requirements for specific instrument types or quantities, they will contact Swindon Music Service to see if they can supply the requested instruments as they hold additional stock that may be available to Wiltshire schools.

### Payment and Delivery

- **Payment Terms for schools:** Full payment is required in advance before any delivery arrangements can be made
- **Separate Hiring for Parent/carers** – not needed for schools: School instrument hire operates independently from the parent/carer app system - these are distinct services for different purposes. Hire costs again need to be paid in advance of receiving the instrument.

### Financial Support Available for individual hire (information only for schools)

We offer comprehensive financial assistance to ensure all pupils can access instruments regardless of their family's economic circumstances:

100% Cost Reduction Available for:

- Pupils eligible for Pupil Premium and those categorised as SEND also in receipt of Pupil Premium (including those entitled to Free School Meals)
- Pupils with Special Educational Needs and/or a Disability adaptive instruments only
- Pupils who are Looked After Children (LAC)

### Application Process

**Automatic Application:** Financial support is applied automatically when parents/carers indicate their requirement during the instrument request process through the SpeedAdmin app.

**Verification:** We reserve the right to cross-reference subsidy requests with the relevant Associate Provider and school to ensure appropriate allocation of support.

# How to apply for WCET First Access Funding

## Initial Access Requirements

Before accessing the Funding Portal, your school must first request access through Swindon Music Service. If you do not currently have access, please contact Swindon Music Service with the following information [pclark@mscio.co.uk](mailto:pclark@mscio.co.uk):

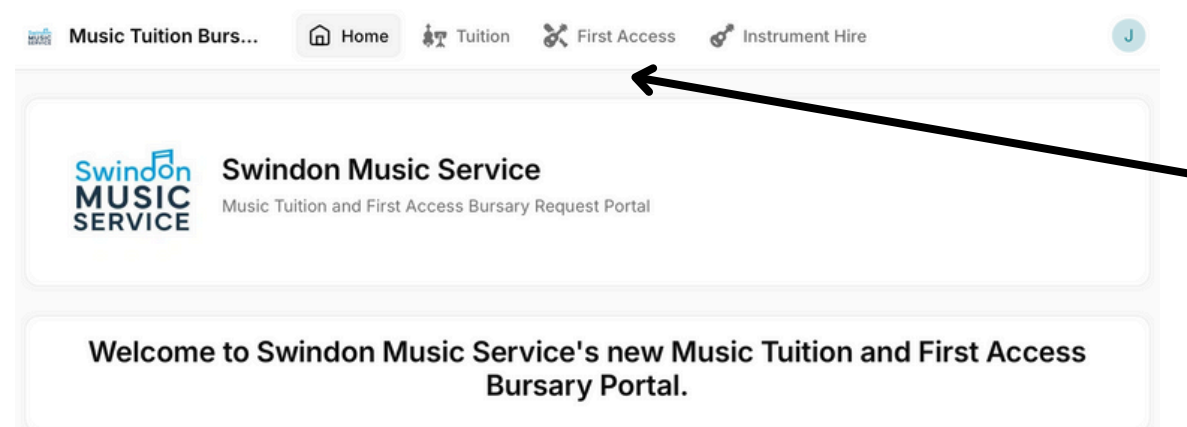
- The name of your school
- The name of the nominated requester from your school
- The email address of the nominated requester
- Your school's postal address

## Accessing the Portal

Once access has been granted, you will be able to view the Funding Portal interface. The system provides a straightforward navigation structure to guide you through the funding application process.

## Getting Started

After logging into the system, you will arrive at the home page where you can begin your funding application journey. The interface is designed to be intuitive, with clear pathways to the various sections you will need to complete.



## First Access Process

When you click on the First Access icon, you will be directed to the initial setup page. This is where you will begin the process of setting up your school's funding profile and submitting your first application.

The system will guide you through each step of the process, ensuring that all necessary information is captured accurately for your funding request.

### Start a First Access Subsidy Request

Select Academic Year
Required

Choose something

#### Provider Details

Provider
Required

Choose something

Wiltshire
Swindon
Both

OR

Name of Staff Member
Required

Provider Hourly rate
Required

£ Do not use £ sign

Instrument
Required

Percussion
Ukulele
Recorder
Strings
Brass
Woodwind

#### Session Details

No. of weeks/sessions
Required

Amount of time in hours
Required

Choose something

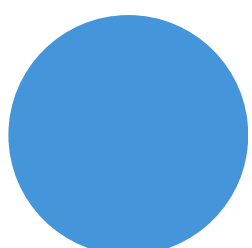
Source of Match Funding
Required

Choose something

YEAR 3 INTAKE FOR THE COMING ACADEMIC YEAR
Required

Up to 30 pupils
31-60 pupils
61+ pupils

Submit
Cancel



# How to apply for Financial Bursaries

## Initial Access Requirements

Before accessing the Funding Portal, your school must first request access through Swindon Music Service. If you do not currently have access, please contact Swindon Music Service with the following information:

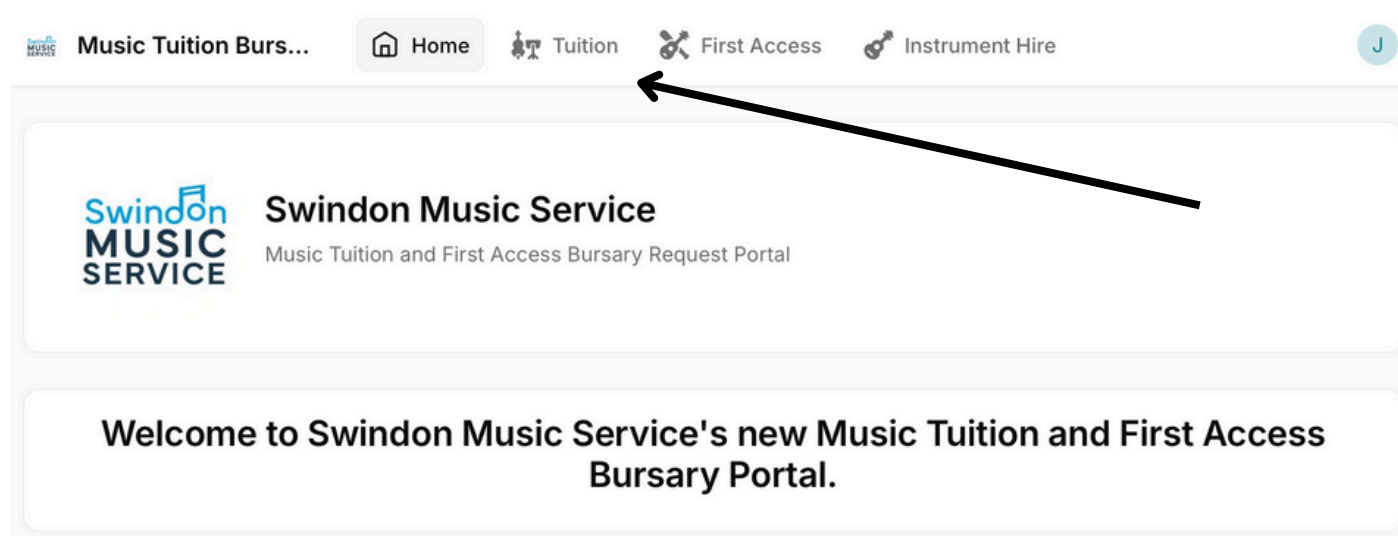
- The name of your school
- The name of the nominated requester from your school
- The email address of the nominated requester
- Your school's postal address

## Accessing the Portal

Once access has been granted, you will be able to view the Funding Portal interface. The system provides a straightforward navigation structure to guide you through the funding application process.

## Getting Started

After logging into the system, you will arrive at the home page where you can begin your funding application journey. The interface is designed to be intuitive, with clear pathways to the various sections you will need to complete.



## Bursary Process

When you click on the Tuition icon, you will be directed to the initial setup page. This is where you will begin the process of setting up your school's funding profile and submitting your first application.

The system will guide you through each step of the process, ensuring that all necessary information is captured accurately for your funding request.



# How to apply for instrument hire for your school

## Initial Access Requirements

Before accessing the Funding Portal, your school must first request access through Swindon Music Service. If you do not currently have access, please contact Swindon Music Service with the following information:

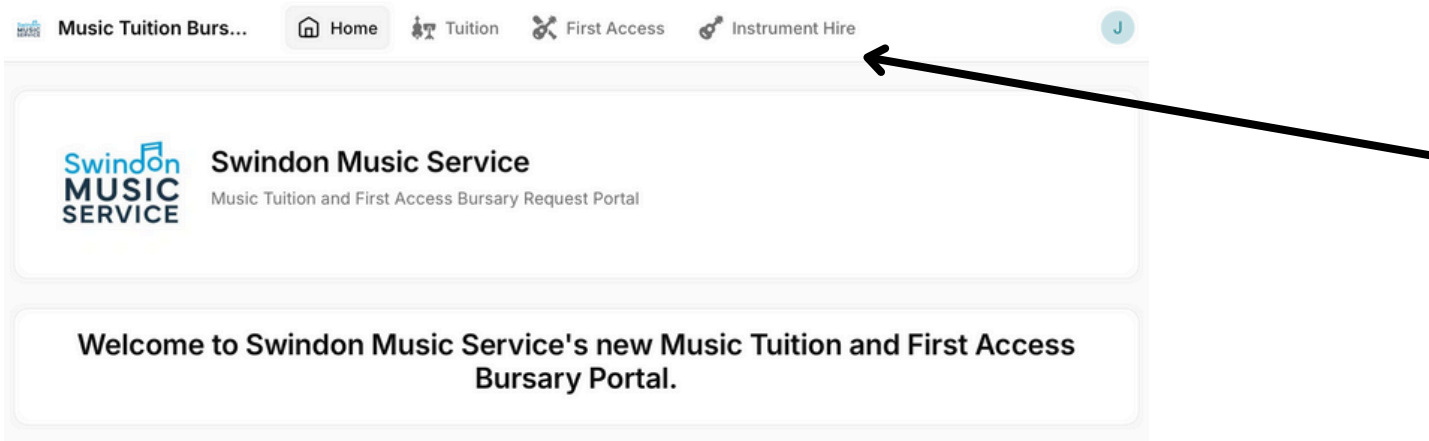
- The name of your school
- The name of the nominated requester from your school
- The email address of the nominated requester
- Your school's postal address

## Accessing the Portal

Once access has been granted, you will be able to view the Funding Portal interface. The system provides a straightforward navigation structure to guide you through the funding application process.

## Getting Started

After logging into the system, you will arrive at the home page where you can begin your funding application journey. The interface is designed to be intuitive, with clear pathways to the various sections you will need to complete.



## Instrument Hire Process

When you click on the Instrument Hire icon, you will be directed to the initial setup page. This is where you will begin the process of setting up your school's profile and submitting your first application.

The system will guide you through each step of the process, ensuring that all necessary information is captured accurately for your instrument request.

Musical Instrument Set Hire Request Form

If you have any requests or queries please contact Learning Resources Hub which is now managing the Instrument Hire Scheme on behalf of GSW music hub

Stage 1

Set Use

What do you plan to use your instrument set for?

Curriculum Music Lessons

First Access (Whole Class Instrumental Lessons)

A Project

A Club, Group or Ensemble

Other

Associate Provider

If your instrument set will be used by one of our Associates, please tell us which one.

Pupils Benefitting

ADD DETAILS ABOUT THE PUPILS BENEFITTING HERE:

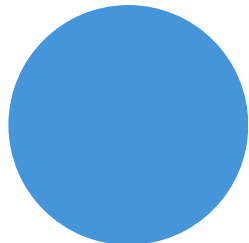
Choose a Year Group

Choose something

Tell us the No of Pupils in the year benefitting from the instruments

Year Groups Added

YEAR GROUP	NO OF PUPILS
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# Finding an Associate for your school

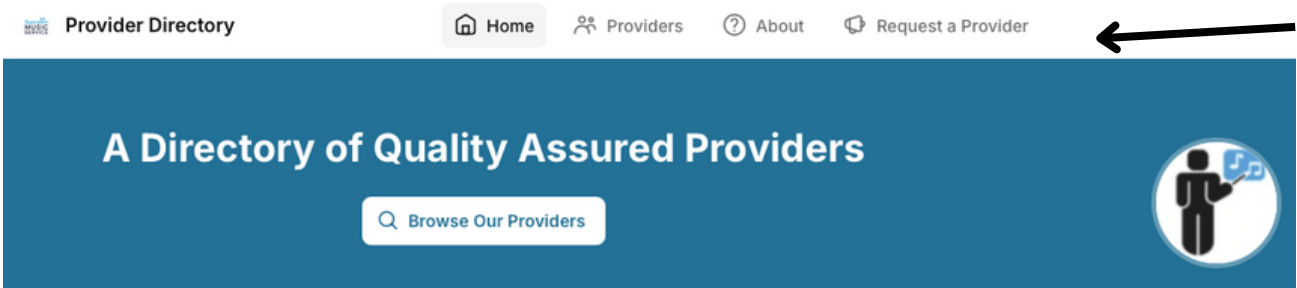
The Associate Directory connects schools with quality tutor associates in Swindon and Wiltshire. The enhanced filtering system allows you to search specifically within your preferred area or find associates willing to work across both regions.

### How to Access the Directory

Begin by viewing Associate Directory system. The home page provides access to all search and application functions needed to find a suitable associate for your school's requirements.

### Searching for Associates

Click the "Request a Provider" button to access the search interface. This will take you to the information page where you can specify your requirements and begin the matching process.



### Entering Your Requirements

Complete all relevant fields in the search form, including:

- Subject area or specialisation needed
- Duration and timing requirements
- Additional preferences or requirements

Request a Provider

Select Your School

Required

Choose something

Your Name

Required

Your Email

Required

Instruments Required

Required

Choose something

Day(s) Required

Required

Choose something

TIME REQUIRED

am

pm

Additional Information

To increase your chance of a reply please do mention how many hours teach this equates to.

### Submitting Your Request

Once you have entered all necessary information, submit your request through the system.

### The Matching Process

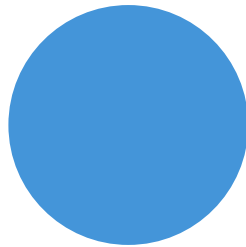
After submission, the Directory automatically:

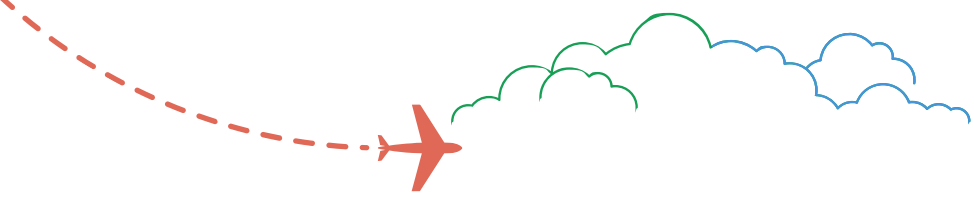
1. Identifies associates who match your specified criteria
2. Sends notification emails to all suitable candidates
3. Provides your contact details to interested associates

Associates who are available and interested will contact you directly to discuss the opportunity and determine if the placement is suitable for both parties.

### Managing Your Request

Monitor responses from associates and communicate directly with potential candidates. Once you have successfully matched with an associate and confirmed the placement, remember to close your request in the system to prevent further responses.





# Useful Links

GSW Music Hub - Swindon and Wiltshire:

<https://gswmusichubswindwiltswilts.org.uk>

GSW Music Hub - what's on offer to Wiltshire Schools:

<https://gswmusichubswindwiltswilts.org.uk/home/swindons-offer/our-offer/>

GSW Music Hub - What's on offer to swindon Schools

<https://gswmusichubswindwiltswilts.org.uk/home/swindons-offer/our-offer/>

Bursary Portal - request funding for WCET/First Access; Financial Bursaries; Instrument hire sets for schools:

<https://tuition.gswmusichubswindwiltswilts.org.uk>

Associate Directory and searching/requesting an Associate for your school:

<https://directory.gswmusichubswindwiltswilts.org.uk/dl/home>

SpeedAdmin App for individual Instrument Hire for Parent/carers:

<https://ukwiltshire.speedadmin.dk/registration#/>

Key Dates for schools:

<https://gswmusichubswindwiltswilts.org.uk/wp-content/uploads/2025/05/KEY-DATES.pdf>



