

School Funding Agreement

Your school has been offered Funding from the Music Hub activities

We are unable to provide funding unless schools demonstrate their commitment to engage fully and to participate in evaluation.

Name of School:	Amount of Grant	Period
First Access	£0.00	Sept 2025 – July 2026
Tuition Bursaries	£0.00	Sept 2025 – July 2026

Please sign below to confirm that you have read and agree to the following statements:

General:

1. I agree that my school will take part in the programme of annual school visits/data collection and will respond to the Music Cluster Coordinator for our area when they make contact to arrange this.
2. I understand that funding may be withheld if my school does not engage fully or take part in the evaluation and monitoring outlined above and any unspent funding will need to be returned.
3. I understand that school has agreed to contribute towards the cost of these activities listed above.
4. I understand that whilst the Swindon Music Service office might have checked safeguarding credentials of musicians delivering this project, ultimately Swindon Music Service or the cluster coordinator is not responsible for the activities and schools should follow their own safeguarding procedures. Any incidents or concerns should be dealt first and foremost by the schools DSL and we ask that Swindon Music Service are made aware.

First Access (WCET):

1. I understand and abide by the set of criteria outlined for the First Access Programme

Criteria for First Access Subsidies:

- Your WCET First Access programme must be delivered by one of our Associate tutors.
 - You agree to pay the Associate the equivalent (minimum) 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 afterschool 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, as the school pays the cost of this programme.
 - You must provide time to introduce options for continuation to pupils / parents.
 - Schools must provide some feedback their Cluster Coordinator in relation to pupils' continuation – we will provide an accessible template.
2. I agree to not change or alter this programme once it has been approved, and to use the funding extensively for the agreed First Access programme for which it has been allocated.
 3. I agree to return any unspent funding not used for the period outlined above.

4. I agree not to change the assigned Associate to deliver the programme without the prior written agreement from the Music Hub.

Tuition Bursaries:

1. I understand and abide by the set of criteria outlined for the Tuition Bursaries

Criteria for Tuition Bursaries:

- I have applied for Tuition Bursaries and confirm that the listed UID pupils above are genuinely from one of the following categories and are the pupils who will be receiving the Tuition:
 - Those C&YP in receipt of Pupils Premium/free school meals
 - Those categorised by the Local Authority as SEND **with financial hardship (Pupil Premium/free school meals)**
 - Look After Children (50% from the Hub and 50% from the Looked After Team in the LA)
2. I agree to pay the Associate the hub's recommended hourly pay rate within the range (from £30.40 to £41.50 per hour).
3. I agree to the following set of criteria:
- Financial Bursaries are available when one of our associates is providing the tuition and they are being paid the equivalent of £30.40 - £41.50 p/h. This is not to include a school's admin fee, if there is one.
 - Regardless of the hourly rate the Associate tutor charges, the Bursary is capped at £5.60p per lesson.
 - Financial Bursary requests need to come from schools, using the on-line Portal
 - Financial Bursaries cannot be made retrospectively.
 - Sessions are not to be compressed or doubled up. We expect lessons to be spread out across the academic year (e.g. 1 session per week)
 - A pupil can only be supported to learn with ONE associate Tutor per academic year.
4. I agree to not to change, alter or transfer the funding allocated to the UID to another pupil.
5. I agree to inform the Music hub if a pupil ceases the lessons.
6. I agree to only pay the Associate for delivered lessons (other than when a pupil is sick and no notice being given in advance).
5. I agree to stop the funding for a pupil who shows poor attendance and inform the Music Hub.

This form must be signed by two members of staff at your school. At least one must be the individual with responsibility for music subject leadership and at least one must be a member of the school's senior leadership team. (Unless the Headteacher is also the Music Lead, in which case one signature is acceptable.)

Name		Name	
Position		Position	
Email address		Email address	
Signature		Signature	
Date		Date	

Please return this document to Swindon Music Service. pclark@smscio.co.uk

***No funding will be released until the agreement is signed and returned**