

First Access Subsidy Booking Guidance – academic year 2019-2020

The guidance is to accompany the online booking form and resources for 2019 – 2020 which are in the list below:

[How to apply](#)

[Criteria](#)

[The Subsidy](#)

[Deadlines](#)



How to request support for your pupils

The order in which schools need to approach this is as follows:

1. **Identify suitable Associate Tutor and agree terms** - Please see our list of [Associate Providers \(First Access\)](#) within the [Music Providers](#) section of this site. Associates work as freelance tutors or in some cases as part of co-operatives or organisations offering provision. They are not employed or hired by Wiltshire Music Connect. **If you have a tutor in mind who is not an Associate of Music Connect**, please direct them to the [process for applying to be one](#).
2. **Request subsidy and instrument sets** by completing our [online form](#). Before you do, please be aware that you'll need the following information for each set of sessions (or programmes) that a particular Associate will lead:
 - The name(s) of your chosen First Access Associate (in some cases we will support work where the tutor is about to become an Associate).
 - The equivalent hourly rate that you have agreed with your First Access Associate.
 - The duration of the sessions E.g. 30 mins.
 - The number of sessions that will take place over a year (max 33 over 6 term year).
 - The terms in which the sessions will take place.

- The instrument 'group'(s) E.g. Strings.
- Whether you need to request a set of instruments.
- The estimated number of pupils benefitting from each programme.
- How many of those you estimate will be receiving this tuition for the FIRST time.
- How many pupils will be continuing to learn an instrument in/out of school.
- Their year group(s).

We advise you to print each page of the form as you go along for your own records – you can scroll backwards and forwards between pages at any point BEFORE YOU SUBMIT – you cannot do it afterwards!

If you're wanting to reserve instrument sets for First Access then you also need to complete the more detailed form on requirements with your chosen Associate.

What to do if you want to change your booking after you've submitted it:

- [Email us](#) and tell us how significant the changes are – please be as clear as possible in your email
- We will either make the amendment for you or delete what you've submitted and ask you to do it again



Criteria

- **Subsidy can only be offered where schools are using a quality assured 'Associate (First Access)' tutor** who is being paid the equivalent of £40.08 p/h or more (this reflects a 2% pay rise for tutors). If you have a tutor in mind who is not an Associate of Music Connect, please direct them to the [process for applying to be one](#).

Or

- **Where schools can confirm that it is effectively extending an employed teacher's (rather than tutor) employment contracts to cover First Access work**, we can provide subsidy in the same way as we would for schools hiring Associate tutors.

And

- **Where provision is taking place on the equivalent of weekly basis over a minimum of one term.** Subsidy is available for up to 33 sessions / weeks of sessions. If you're developing a model within your school that doesn't fit and would like to discuss it with us, please [get in touch](#).
- **Pupils can access the provision for free** and without needing to buy an instrument.
- That time is made available to introduce options for continuation to pupils / parents.
- That schools provide some feedback to Music Connect in relation to pupils' continuation – we will provide an accessible template.

- **Primary schools can request subsidy for First Access as well as requesting subsidy for pupils needing support with Instrumental or Vocal tuition** – the processes are different.
- **Schools are (for a limited time only) able to apply for the ELearning Subsidy in addition to the First Access subsidy outlined here**. However, they CANNOT then apply for an additional subsidy with regard to First Access that year (E.g Ocarinas).

The Subsidy

You are entitled to claim subsidy based on the number of pupils in Year 3 from September 2019 and the length of your programmes.

0-30 pupils - 30 minute prog. - subsidy £5.25 per session (Plus £2.50 per week for Early Bird offer)

31-60 pupils - 60 minute prog. - subsidy £7.87 per session (Plus £2.50 per week for Early Bird offer)

61+ pupils - 90+ minute prog. - subsidy £10.50 per session (Plus £2.50 per week for Early Bird Offer)

NB. If the sessions are longer than the time stated above, the remaining time will not be subsidised.

The subsidy has increased to reflect a 2% pay rise for minimum hourly rate for tutors. We *suggest* a tutor is paid £42.02prhr for their First Access work.

Deadlines

First Access requests open – 4 March 2019

First Access Early Bird Offer – 10 June 2019, 12 noon

First Access Final Deadline to guarantee approval before Sept 2019 – 1 July 2019, 12 noon

Final First Access approval before monthly rolling approvals – 9 September 2019

