



St Norbert  
College

27 March 2020

Dear Parents and Guardians of Music Students

In light of the most recent letter sent by our College Leadership Team, it is important to inform you of the implications that this move towards online learning has on the Instrumental/Vocal Music Program.

I have been working closely with the College Leadership Team and the ICT Department to develop a continuous teaching and learning platform for Instrumental/Vocal Music students through **Microsoft Teams**. In lieu of face-to-face delivery, this software allows for the best possible instrumental and vocal pedagogical practice to continue in the digital realm whereby students attend a lesson with their tutor via a live video meeting. Teams also provides tutors with the ability to send and receive work to/from students to supplement the content of the lesson and weekly practise.

The transition to this online platform **will not be ready for use until Term 2** as we are still in the process of setting up CEWA accounts for our tutors and providing training and assistance to them to be able to deliver teaching through Microsoft Teams. As a result, **lessons scheduled for Friday 27 March through to the end of Term 1 will be put on hold** with the intention of providing make-up lessons when students return to the College. Students that have missed lessons prior to this date due to withdrawal from the College will also receive make-up lessons.

Tutors will soon be sending out invoices for Term 2 if they have not already been sent out. Considering the current climate, we ask that you liaise closely with your tutor to organise payment for lessons. Payment plans may be organised with your tutor should you require extra time due to financial hardship that you may be experiencing. As a faith-based school, we will work together and help one another in what is a difficult time for both families and the tutors, and will continue to review the process moving forwards.

I implore you, however, to **continue supporting your child through instrumental and vocal learning** as I am confident that it will offer some stability for them in this uncertain time and continue to provide mental training, personal wellbeing and be a welcome distraction from the turbulence of the world around us.

A step-by-step guide to assist with the transition into online learning through Microsoft Teams is attached. If you have any questions or would like further clarification on any of the above points, please feel free to contact me via email ([cbeins@norbert.wa.edu.au](mailto:cbeins@norbert.wa.edu.au)) or by phoning the College on 9350 5433.

I thank you for your continued support of the Music Program at St Norbert College and ask for your patience and understanding in the current situation.

Kind regards

Chadwick Beins  
DIRECTOR OF MUSIC  
HEAD OF LEARNING AREA – THE ARTS

TRADITION  
INNOVATION  
COMMUNITY

135 Treasure Road  
Queens Park WA 6107  
PO Box 354 Cannington  
WA 6987

T: (08) 9350 5433

Priory: (08) 9458 2729

F: (08) 9356 1602

E: [snc@norbert.wa.edu.au](mailto:snc@norbert.wa.edu.au)

W: [www.norbert.wa.edu.au](http://www.norbert.wa.edu.au)

ABN: 29 781 711 208

CRICOS Code: 00455B