

Class Curriculum Provision: Hampshire Music Service's Whole Class Teaching

Service Specification for Schools (Academic Year 2026–27)

1. Purpose

This document sets out the operational arrangements, expectations and delivery model for Whole-Class Curriculum Teaching delivered by Hampshire Music Service (HMS) between 1 September 2026 and 31 August 2027.

This document should be read and agreed to in conjunction with the [HMS Service Level Agreement \(SLA\)](#).

2. Scope of Provision

HMS Whole-Class Curriculum Teaching provides high-quality, weekly curriculum music lessons delivered by an HMS specialist teacher.

- Weekly lessons are taught by a specialist HMS teacher, supported by a member of school staff.
- Teaching is for whole classes or groups of **up to 33 pupils**, unless otherwise agreed.
- Teaching is designed to deliver the **National Curriculum for Music**.
- HMS teachers work in partnership with class teachers and the school's Music Subject Lead to ensure coherence, progression, and continuity across the school's whole music curriculum.
- Lessons develop pupils' musicianship, including performing, composing, listening, and understanding musical elements.
- The programme also supports the professional development of school staff, building their confidence and skills in teaching music.

3. Cost and Financial Arrangements

- Schools are charged **£2,203.50 per class, per year**
- Charges are invoiced in **three equal termly instalments** of £734.50
- For state-maintained schools, the charge will be deducted from the school's budget line. Academy schools will be invoiced at the end of each term.
- Charges cover:
 - specialist teaching
 - planning and preparation
 - teaching resources
 - liaison with school staff
 - health and safety guidance

4. Duration and Programme Structure

- Provision runs for one full academic year (Autumn–Summer Term).
- Schools may book a minimum of half a term per class.
- Provision is sold in **weekly blocks per class**, each including:
 - **50-minutes** teaching
 - 10 minutes allocated for setup and preparation
- Lessons are delivered during the school day.
- The **first session of each term** is a non-teaching **planning and preparation** (PPA) session.
- Teaching will not take place on HMS Professional Days.

5. Timetabling and Allocation

- Schools are asked to submit provision requests to HMS by **13 May 2026**. Schools may indicate allocated year groups and identify unsuitable teaching periods.
- Allocations are confirmed by HMS in **July 2026**
- While HMS will consider preferences, specific timetable slots cannot be guaranteed due to county-wide rota planning.
- Schools are committed to the agreed allocation for the **full year**.

6. Resources and Equipment

Schools must ensure that appropriate classroom music equipment is available for lessons, including:

- a range of **tuned and un-tuned percussion**
- high-quality **listening and audio playback equipment**
- an **interactive whiteboard or projector**
- any follow-up resources recommended by the HMS teacher

HMS will advise where additional or specific equipment is beneficial.

7. Health & Safety and Safeguarding

HMS will provide:

- relevant risk assessments
- guidance on safe use of resources and teaching spaces

Schools retain responsibility for:

- ensuring a safe learning environment
- adherence to all safeguarding procedures
- pupil supervision at all times

HMS staff must not be required to take registers, dismiss pupils, or release children to parents.

8. Staffing and Absence

HMS responsibilities:

- Notify schools in advance of HMS Professional Days (*no lessons will take place on these days*)
- Where HMS staff absence occurs, HMS will make reasonable efforts to provide alternative arrangements or reschedule in line with service procedures
- HMS will reimburse for sessions that cannot be delivered or rescheduled due to HMS staff absence

School responsibilities:

- Inform HMS in a timely manner of any timetable changes or disruptions that affect delivery
- Provide a consistent member of school staff to support learning and ensure strong pupil engagement in every lesson

9. School Responsibilities

By subscribing, schools agree to:

- Provide a suitable teaching space and the required instruments to deliver the teaching
- Support the organisation of instruments and classroom equipment, ensuring the instruments and learning spaces are accessible and prepared prior to each lesson.
- Share SEND information, classroom routines and relevant pupil needs with the HMS teacher.
- Ensure a consistent member of staff is present for every lesson.
- Support behaviour, pupil engagement, and classroom management.
- Hold brief but regular discussions with the class teacher or supporting TA to ensure effective delivery.
- Facilitate communication with the Music Subject Lead to assure alignment with the whole school curriculum
- Share any follow-up work completed between HMS visits
- Notify HMS of any changes or disruptions to timetabled teaching that will impact lessons

10. HMS Responsibilities

HMS will:

- Provide a qualified specialist teacher
- Deliver fully planned and resourced lessons
- Ensure lessons are in line with the National Curriculum for Music
- Plan collaboratively with school staff, working with the class teacher and Music Lead to ensure continuity and progression and support whole-school curriculum cohesion
- Support assessment in line with the school's assessment policy

11. Review and Amendments to Provision

- Schools commit to a **full academic year of provision**
- Requests from schools for changes to provision delivery will require mutual agreement with HMS and are subject to capacity and availability.
- Any requests must be agreed in writing and will require **a minimum of a term's notice**
- Any changes to provision may **incur revised costs**