



College Town Primary School

Branksome Hill Road, Sandhurst, Berkshire, GU47 0QF
Tel: 01276 31933 email: secretary@collegetownprimary.com
www.collegetownprimary.com Ofsted no:109828
Head Teacher Mrs Trudi Sammons MA

19th November 2025

Dear Parents/Guardians,

As you are aware, your child has been having whole-class trumpet lessons since September. We are now offering the children the opportunity to take their trumpets home after their lessons on Mondays. Having access to their trumpet at home will give your child the opportunity to practice and develop the skills they are taught each week by their teacher, Mr Baker, as well as giving you the opportunity to share in your child's progress. Attached to this email, is an additional letter from Berkshire Music Trust which outlines some important information regarding taking care of the trumpet at home: please make sure you have read this carefully before agreeing for your child to bring their instrument home.

Please be aware of the following:

1. All instruments remain the property of Berkshire Music Trust. Any damage or faults must be reported to the school immediately, so that we can inform them. You are advised to check that the instrument is covered on your home insurance. By agreeing for your child to bring their trumpet home, you are also agreeing to take responsibility for any damage to or loss of this instrument whilst it is not on school property and acknowledge that you will be responsible for the cost of replacement (which is £178).
2. Class trumpet lessons take place every Monday morning and your child will then be able to bring their trumpet home that day. **Trumpets must be brought back in every Monday morning** in order that your child is able to take part in their lesson that day. We do not have spare trumpets. If your child does not bring their trumpet in, they will not be able to participate and this will hinder their progress. We are extremely keen that the children get as much as they can out of these group lessons and, as I am sure you will understand, not having their trumpet will prevent them from joining in and progressing. Therefore, if your child forgets their trumpet more than twice, we will ask for their instrument to remain at school.

What next?

If you would like to give permission for your child to bring their trumpet home, please complete the attached form (your child will bring home a paper copy) and return it to the office. Please note, that we are only able to send an instrument home once this form has been completed and returned, as we need to log the correct instrument to your child.

Kind regards and thank you for your support,

Mrs Claire Clay
Music lead

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