

S4E Music Service Ensembles' Portal

ABOUT

The S4E Music Service Ensembles Portal has been created to allow parents/guardians to have on-line access to their children's ensemble information whilst they are members of S4E Ensembles or for them to register their children for this year's auditions.

The site replaces the paper Ensemble Audition Registration form used previously and allows the following:

- Maintenance by parents/guardians of their address and contact details.
- View existing Central Ensembles 2017-2018 memberships (if applicable).
- View existing Areal Ensembles 2017-2018 memberships (if applicable).
- Maintenance of child's medical details and contact details.
- Maintenance of communication preferences with S4E.
- Add and associate children to which the logged in account is a parent or legal guardian.
- Register a child or children for the 2018 Central Ensemble Auditions.
- Register a child or children for the 2018 grade exams.

HOW TO REGISTER – (NEW USERS ONLY)

Using any modern web browser please go to this website. Registering on a smart phone is not recommended.

<https://music.servicesforeducation.co.uk>

Home

Welcome to the S4E Music Service Ensembles' Portal

If you are visiting this website for the first time, please use the "Register" link above to create your account. In order to create your account, your email address will need to have been registered with us in advance. During the registration process, you will be required to verify that you are the owner of the supplied email address in order to complete the account creation process and gain access to your data.

If you have already registered for an account, please login using the link above.

Please use the "**Register**" link to create your account.

(This only has to be done once).

If you have already registered then select 'Login' from the menu instead.

Registration Page

User Registration

* Required field

Name *

Username *

Password *

Confirm Password *

Email Address *

Confirm Email Address *

Validate Email *

Please enter the following:

Name: Parent/Guardian name

Username: Create a username for yourself

Password: Please create a strong password of 6-8 characters using upper and lower case letters, numbers and non-alpha characters.

Email Address: Please enter your email address. During the registration process, you will be required to verify that you are the owner of the supplied email address in order to complete the account creation process.

Once all fields have been entered please select the '**Send validation code**' button. This will create a verification code which will be emailed it to the email address entered. The code will remain valid for 60

minutes. Once received please cut and paste the verification code into the '**Validate email**' field and select '**Register**'. The code will remain valid for 60 minutes.

Once registered and verified you only need to use the **Login** menu option to login to the site with the username and password that you created.

Login Page

Username *

Password *

Remember me

[Log in](#)

[? Forgot your password?](#)

[? Forgot your username?](#)

[? Don't have an account?](#)

If you have forgotten your username then select the 'Forgot your username?' option on the Login page. You will be required to enter the email address associated with your account and an email will be sent informing you of your username.

If you have forgotten your password then select the 'Forgot your password?' option on the Login page. You will be required to enter the email address associated with your account and an email will be sent containing a temporary verification code and a link back to the page where you enter your username against this code. The code will remain valid for 60 minutes.

HOME DASHBOARD

Once logged in the following Menu options are available.

Hover over **My Account** to view menu options which are for the logged in parent/guardian.

Home	My Account 	My Children 	
View Profile	Address details	Communication Preferences	Central Ensemble Rehearsals
Central Ensemble Information	Audition Requirements 2018	Ensembles Progression 2018	

View Profile – This enables you to change your site password and username details

Address Details – Allows maintenance of the family address and contact details.

Communication Preferences – Allows maintenance of communication preferences with S4E.

Central Ensemble Rehearsals – Central Ensemble biographies and rehearsal schedule.

Central Ensemble Information – Information about each S4E Central Ensemble.

Audition Requirements 2018 – List of music that to be downloaded in preparation for an audition


Ensemble Progression 2018 – Ensemble progression routes

Click on the menu options to view.

MY ACCOUNT

VIEW/EDIT PROFILE

This option will display your current details. Click EDIT PROFILE to change details. Click SUBMIT to save

 [Edit Profile](#)

Edit Your Profile

Name *

Username (optional)

Password (optional)

Confirm Password (optional)

Email Address *

Confirm Email Address *

ADDRESS DETAILS

This option will display/update your address details.

Name and Address

First Name *	David
Last Name *	Primordia
Street Address (Home)	sdfsfsd
Supplemental Address 1 (Primary)	

Select **'Save'** or **'Cancel'**

Save	Cancel
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Selecting **'Save'** will then show your information in summary. Select the Address menu option again if further changes are required.

COMMUNICATION PREFERENCES

This option will display/update your communication preferences.

Communication Preferences

We would love to keep you posted about news activities, appeals, opportunities to help us, and our upcoming concerts organisation for their own purposes, nor will we bombard you with information. Please remember that you are free to contact you? Our primary methods for communication are Post and Email. These are the easiest and best ways for us to

Please contact me by Email *
<input checked="" type="radio"/> Yes
<input type="radio"/> No
Please contact me by Mail *
<input checked="" type="radio"/> Yes
<input type="radio"/> No

Select **'Save'** or **'Cancel'**

Save	Cancel
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Selecting **'Save'** will then show your information in summary form. Select the menu option again if further changes are required.

CENTRAL ENSEMBLE REHEARSALS

This option will list biographies and rehearsal schedules.

Music Service Central Ensembles 2018-19

BRASS BANDS

TRAINING BRASS BAND	Entry Standard	Rehearsal Day	Rehearsal Time	Rehearsal Venue
Conductor: Saphran Ali	Grade 2	Thursday	6.00 – 7.45pm	University of Birmingham School Weoley Park Road B29 6QU
This ensemble comprises all brass instruments (including French horns) and provides parts for trombones and tubas in both treble and bass clefs. TBB offers the opportunity to young brass players to rehearse and perform a variety of exciting repertoire. Players normally progress from this ensemble into the Concert Brass Band, Training Wind Orchestra, Training Jazz Ensemble or Concert Band.				

CONCERT BRASS BAND	Entry Standard	Rehearsal Day	Rehearsal Time	Rehearsal Venue
Conductor: Peter Fisher	Grade 4	Monday	6.30 – 8.45pm	Kings Norton Boys' School Northfield Road B30 1DX
This ensemble comprises all brass band instruments. CBB offers the opportunity to intermediate/developing brass players to rehearse and perform dynamic brass band repertoire that is both traditional and modern.				

CENTRAL ENSEMBLES INFORMATION

This page provides information about all S4E Central Ensembles.

Central Ensembles

Central ensembles are generally more advanced groups which provide further group music making opportunities for young people in Birmingham. They are free for students and parents. Select any ensemble heading below for more information.

- [Music Service Concert Season 2017 - 2018](#)
- [Ensemble Progression](#)
- [Central Ensemble Biogs 2016-2017](#)

String Orchestras/Full Orchestras
Wind Orchestras
Brass Bands/Ensemble
Guitar Ensembles
Recorder Ensembles
Jazz Ensembles
Percussion/Steel Band Groups
Vocal Groups




AUDITION REQUIREMENTS 2018

This page provides links to download sheet music that will be required for the Auditions.






Central Ensemble Audition requirements - 2018

Brass:




Training Brass Band | Training Wind Orchestra

-  Horn Entry
-  Trombone Entry bc
-  Trumpet etc Entry tc

Concert Band | Concert Brass Band | Training Jazz Ensemble

-  Bass Trom Intermediate
-  Horn intermediate
-  Trombone Intermediate bc
-  Trumpet etc Intermediate
-  Tuba Intermediate bc

Brass Band | Concert Orchestra | Jazz Ensemble | Symphony Orchestra | Wind Orchestra

-  Bass Trom Advanced
-  Horn Advanced
-  Trombone Advanced

ENSEMBLES PROGRESSION 2018

Ensemble progression routes

Progression within Ensembles 2018-19

Instrument Family	Area	Central			
Brass	Area	Training Wind Orchestra	Concert Band	Wind Orchestra Concert Orchestra	Symphony Orchestra
		Training Brass Band	Concert Brass Band	Brass Band	
		Training Jazz Ensemble	Training Jazz Ensemble	Brass Ensemble	
		Jazz Ensemble			
Guitar		Training Guitar Ensemble	Guitar Sinfonia		Guitar Ensemble
		Training Wind Orchestra	Concert Band	Wind Orchestra	Symphony Orchestra

Hover over **My Children** to view menu options which are for the child or children that you are parent or legal guardian of.

MY CHILDREN

Home	My Account 	My Children 	
Add a child	Register for Auditions 2018	Central Ensemble Details 2017 - 2018	Area Ensemble Details 2017 - 2018
Child's Medical & Contact Details	ABRMS Grade Exam Registration 2018	Trinity Grade Exam Registration 2018	

Add a child – the parent or guardian can review or add a child or children that they are parent or legal guardian of to their account.

Register for Auditions 2018 – Allows parent/guardian to register a child or children for 2018 Auditions.

Central Ensemble Details 2017-2018 – Membership details if applicable (view only)

Area Ensemble Details 2017-2018 – Membership details if applicable (view only)

Child's Medical & Contact Details – the parent or guardian can review or update the child's medical and emergency contact details.

**** This only needs to be done once a child has been offered an ensemble place ****

Register for ABRMS Grade Exam – Allows parent/guardian to register a child or children for 2018 ABRMS grade exam(s)

Register for Trinity Grade Exam – Allows parent/guardian to register a child or children for 2018 Trinity grade exam(s)

ADD A CHILD


This page will allow the parent or guardian to add a child or children that they are parent or legal guardian of to their account. The child's account can then be selected for any of the options available in the My Children menu options and also in the Actions links.

Child Name	Relationship	Date of Birth	Gender	Actions
Child One	Parent	1998-01-01	Male	Medical Details Central Ensemble Details Area Ensemble Details
Child Two	Legal Guardian	2007-01-17	Female	Medical Details Central Ensemble Details Area Ensemble Details

Add a new child

First name:

Last name:

Date of Birth: 

Gender:

Relationship:

To add a child please enter:

First Name:

Surname:

Date of birth

Gender

Relationship with child (either Parent or Legal Guardian only)

Click the 'Add a child' button to save.

Add Child

REGISTER FOR CENTRAL ENSEMBLE AUDITIONS 2017 - 2018

This page will allow the parent or guardian to register one or more of the children they have responsibility of for an audition for a central ensemble of their choice (max 3)

Please select e.g

Choose child

Child One
Child One
Child Two

Auditions 2018

School Attended 2017-2018 *
Test School

Current School Year *
10

Present Ensemble
- none -

First Choice Instrument *
Vocal

First Instrument Teacher *
Ruth Roberts

First Teacher - Please indicate if S4E or Private *
 S4E
 Private

First Choice Ensemble *
GUITAR ENSEMBLE

Please enter all the required fields.

Save Cancel

Select 'SAVE' to complete your registration or 'Cancel' if you do not wish to save.

If you wish to register additional children then select the child's name from the dropdown list and click

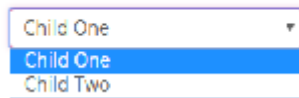
Show

This page will allow the selection of all children that the logged in parent or guardian has responsibility for.

**** This information is now locked ****

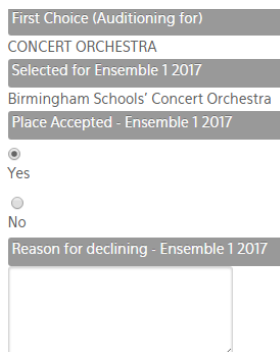
Please select e.g

Choose child



A dropdown menu with a white background and a blue border. The selected item is 'Child One', which is highlighted in blue. Below it, 'Child Two' is visible as an unselected option.

Once selected the current membership information held for that child by S4E Music Service is displayed. All fields are display only.



A form with several grey header boxes and text fields. The first header box says 'First Choice (Auditioning for)'. Below it, the text 'CONCERT ORCHESTRA' is displayed. The next header box says 'Selected for Ensemble 1 2017', followed by the text 'Birmingham Schools' Concert Orchestra'. The final header box says 'Place Accepted - Ensemble 1 2017'. Below these are two radio buttons: 'Yes' (selected) and 'No'. The last header box says 'Reason for declining - Ensemble 1 2017' and is followed by an empty text input field.

Please repeat for any additional children by selecting from the dropdown list.

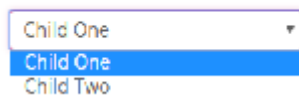
AREA ENSEMBLE DETAILS 2017-2018

This page will allow the selection of all children that the logged in parent or guardian has responsibility for.

**** This information is now locked ****

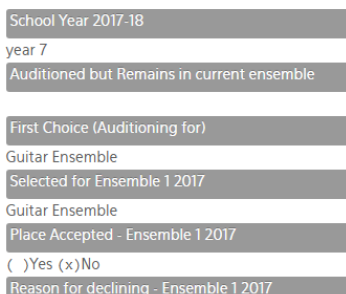
Please select e.g.

Choose child



A dropdown menu with a white background and a blue border. The selected item is 'Child One', which is highlighted in blue. Below it, 'Child Two' is visible as an unselected option.

Once selected the current information held for that child by S4E Music Service is displayed. All fields are display only.



A form with several grey header boxes and text fields. The first header box says 'School Year 2017-18', followed by the text 'year 7'. The next header box says 'Auditioned but Remains in current ensemble'. The following header box says 'First Choice (Auditioning for)', followed by the text 'Guitar Ensemble'. The next header box says 'Selected for Ensemble 1 2017', followed by the text 'Guitar Ensemble'. The final header box says 'Place Accepted - Ensemble 1 2017'. Below these are two radio buttons: 'Yes (x)' (selected) and 'No'. The last header box says 'Reason for declining - Ensemble 1 2017' and is followed by an empty text input field.

Please repeat for any additional children by selecting from the dropdown list.

REGISTER FOR ABRMS GRADE EXAM

This page will allow the parent or guardian to register one or more of the children they have responsibility of, for an ABRMS grade exam. (maximum 3)

Please select e.g

Choose child

ABRMS Grade Exam Application 2018

School Attended 2017-2018 *

First Choice Instrument *

First Instrument Teacher *

If you require an accompanist to be supplied by the music service then the following fees apply. Grade 1-5 £15 fee Grade 6-8 £20 fee Rehearsal Sunday 1st July + Saturday 30th June (Orchestral Percussion only) time TBC

First Choice Grade *

- Prep Test without pianist required - £36
- Grade 1 without pianist required - £40

Please enter all the required fields.

If you require an accompanist to be supplied by the music service then the following fees apply. Grade 1-5 £15 fee Grade 6-8 £20 fee.

If Grade 6-8 - Rehearsal: Sunday 1st July + Saturday 30th June (Orchestral Percussion only) time TBC.

If your child would like to register for an additional grade exam on another instrument then please add the details to choice 2 and choice 3 as required. Maximum three applications.

Please acknowledge the exam board's terms and conditions and make a note of the cost of your application.

Please send a cheque made payable to **Services for Education** for the correct amount.

Please send to **Unit 3 Holt Court, Holt Street, Birmingham Science Park Aston, Birmingham B7 4AX.**

Please write your name (parent/guardian) and post code on the back of the cheque.

Save

Cancel

Select 'SAVE' to complete your registration or 'Cancel' if you do not wish to save.

To review the details select the Register for ABRMS Grade Exam option from the menu again and select the child's name.

If you wish to register additional children then select the child's name from the dropdown list and click

Show

To refresh the screen.

REGISTER FOR TRINITY GRADE EXAM

This page will allow the parent or guardian to register one or more of the children they have responsibility of, for a Trinity grade exam. (maximum 3)

Please select e.g

Choose child

Child One
Child One
Child Two

Trinity Grade Exam Application 2018

School Attended 2017-2018 *

First Choice Instrument *

- select -

First Choice Instrument Teacher *

If you require an accompanist to be supplied by the music service then the following fees apply. Grade 1-5 £15 fee Grade 6-8 £20 fee. Rehearsal: Sunday 1st July + Saturday 30th June (Orchestral Percussion only) time TBC

First Choice Grade *

- Initial without pianist required - £37.50
- Grade 1 without pianist required - £42.50
- Grade 2 without pianist required - £47.50

Please enter all the required fields.

If you require an accompanist to be supplied by the music service then the following fees apply. Grade 1-5 £15 fee Grade 6-8 £20 fee.

If Grade 6-8 - Rehearsal: Sunday 1st July + Saturday 30th June (Orchestral Percussion only) time TBC.

If your child would like to register for an additional grade exam on another instrument then please add the details to choice 2 and choice 3 as required. Maximum three applications.

Please acknowledge the exam board's terms and conditions and make a note of the cost of your application.

Please send a cheque made payable to **Services for Education** for the correct amount.

Please send to **Unit 3 Holt Court, Holt Street, Birmingham Science Park Aston, Birmingham B7 4AX.**

Please write your name (parent/guardian) and post code on the back of the cheque.

Save Cancel

Select 'SAVE' to complete your registration or 'Cancel' if you do not wish to save.

To review the details select the Register for Trinity Grade Exam option from the menu again and select the child's name.

If you wish to register additional children then select the child's name from the dropdown list and click

Show

To refresh the screen.

MEDICAL & CONTACT DETAILS

This page will allow the selection of all children that the logged in parent or guardian has responsibility for. Please select e.g.

**** PLEASE NOTE THESE DETAILS ARE NOT REQUIRED UNTIL A CHILD HAS BEEN OFFERED A PLACE in AN S4E ENSEMBLE ****

Choose child

Child One
Child One
Child Two

Does your child have Asthma?

Yes

No

Asthma - Treatment or medication details

Does your child have Any Allergies?

Yes

No

Once selected the current information held for that child by S4E Music Service is displayed. Please maintain these fields so that S4E Music Service has up to date information in the case of an emergency.

Select 'Save' or 'Cancel'

Save

Cancel

Save will then show your information in summary form. Select the Medical Details menu option again if further changes are required.

Please repeat for any additional children by selecting from the dropdown list.

LOGGING OUT

Click the LOGOUT menu option.

Logout

Services for Education recommend that this site is only accessed from a private computer due to the sensitive nature of the information.

TECHNICAL SUPPORT

Any queries relating to technical issues should be referred to the support desk at

Email: support@servicesforeducation.co.uk

Phone: 0121 366 9944 (8:30 -17:00)