

STUDIO POLICY 2017-2018

INSTRUCTION: 30 minutes of assigned material, ear training, theory, and games, plus theory on a computer website that tracks progress.

COMMUNICATION:

Please check www.lubbockpianoteacher.blogspot.com or Facebook very often for reminders and notifications of due dates. Please be responsible for checking emails since that is my primary means of communication. Cancellations must to be done by phone. Use my home phone for contacting me. I check emails several times a day until lessons start. My lessons do not start at the same time daily.

REQUIREMENTS:

- Be on time coming and going. When you come in, do not disturb. Sit quietly on the bench until you are called into lessons.
- Notify me if your student is sick at least one hour prior to lessons, by phone, to qualify for make-up lessons.
- Payment is made, in advance, for the entire month on the first lesson of the month. A \$10 late fee is assessed after the 10th of the month. Your payment reserves your lesson time. It is yours to use, or not use, as you wish. Cancellations for reasons such as activities, colds and doctor/dentist appointments are generally not made up. Illness of the student is the **only** reason for credit given. If you choose to miss for another reason, your lesson payment is still due, make up times will be offered on a limited basis. If I cancel, you will always receive a make-up time based on **my** availability; makeups are not guaranteed.
- Participate in all studio recitals and be active in other events recommended to your student.
- Bring **all** materials, including assignment books, to lessons. Carry a sturdy bag. Come well prepared. Leave any bad attitudes outside the door along with your shoes.
- Keep all personal emails, addresses and phone numbers current.

DAILY PRACTICE:

- Refer to your assignment book, first.
- Play each assignment a minimum of 3 times a day.
- Keep record of practice and have parents initial it. A regular practice schedule is recommended and necessary for progress to be made.
- Use a timer and use up all your practice time. Review old songs and try new ones **after** regular practice has been done.
- Practice on days that end in “y” and on the days you eat.
- Keep a list of songs you enjoy and can play well in the back of the assignment book.

OTHER IMPORTANT INFORMATION

- Lessons will begin for the regular school year on August 28, 2017 and end shortly after the May recital. Teaching days will be noted on your billing statement for your reference.
- Keep your instrument in tune and well cared for.
- Stay informed of deadlines for competitions and recitals. Always check the calendar, Facebook, or my blog to be safe.
- A monthly fee of \$1 takes care of your subscription for the theory website. If you do not see that charge, you are not eligible to use the site. All subscribers have assignments each week and are monitored for improvement and participation. Each Fall when lessons begin, monthly tuition will be raised by \$1.
- Parents are always welcome to attend lessons but small children are expected to behave and bring something to entertain themselves. If you have several children coming at the same time, please see that they are occupied and not roaming around. Do not bring uninvited friends with you without permission.
- No defacing or tampering with property of any kind in my home. No wandering through my house. Everyone should stay in the piano room. Bad behavior is not acceptable.
- Do not write note names or numbers on the music.

OPPORTUNITIES:

A list of various activities will be sent to you by email. Please print it and keep me aware of recital and events you would like to do. I remind of events on the blog and Facebook. Student Affiliate activities require a membership fee and some have additional participation fees.

MY RESPONSIBILITY:

I am responsible for providing an atmosphere for learning and well-balanced musical education. I have goals that I share with your student and try to encourage them to strive for those goals. I belong to professional organizations and attend workshops that keep me alert to the latest opportunities to build my teaching skills. My lessons are designed to meet each child's individual requirements. Everyone has different strengths. Some requirements are more rigid than others. The music selected consists of method books and a variety of supplementary material that is suitable. Even though music from the internet and video games may sound great, it is not always the best quality for piano, therefore, I do not recommend it for lesson time. Popular music is selected by me on a limited basis, but what you play on your own time is your business.

Date _____

I have read the policy with my children and have discussed it. We agree to abide by the rules and expectations given to us.

Parent _____ Students _____
