



## Parent Contract

**The Parents:** We will: help the student prioritize and maintain the time and commitment needed for progress in music study; provide an instrument in good condition with a suitable bench, lighting, and amenable practice conditions; maintain timely and necessary communication with teacher; pay the tuition and obtain music and other materials as requested by the teacher in a timely fashion; carefully consider and respect suggestions by the teacher regarding length of lessons, practice requirements, and additional work that could/should be done to further the child's musical education; show respect for the teacher's time and efforts by being punctual to lessons; adhere to studio policy as stated below; and further the student's musical development by encouraging attendance at and participation in musical performances whenever possible; recognize that enrollment is considered to be for the academic year, termination will be given with a minimum of two months' notice and will coincide with ends of semesters unless in case of emergency. Any enrollment of my child into a performance or assessment opportunity will be communicated with the teacher at the earliest possible time.

Parent's signature \_\_\_\_\_

Enrollment is expected to be for the year, with payments divided into two semesters – due the first week of lessons in September and mid January. Payment by month can be allowed upon request with a 5% surcharge + the Square processing fee. If a monthly payment is missed (not paid by the 7<sup>th</sup> of the month), the balance of the semester will be due immediately for lessons to continue. Summer lessons are prorated, due upon scheduling confirmation, and not eligible for makeups.

One makeup lesson per semester is offered, *for lessons missed for student's illness or family emergencies* only, **when notification is received no later than 8 a.m.** the day of the lesson. If your child must miss a lesson for other reasons, (sporting event, band concert, etc.) partnering or trading with another student that week may be a possibility – for this, you must give me at *least* two weeks' notice, in writing. I provide the semester calendar at the beginning of each semester so you know well ahead of time which weeks are lessons, group lessons, etc. Please make note of these on your family calendars. Because of their nature, group lessons can not be made up. Any lessons cancelled because of my own illness or professional conflicts will be made up at the earliest mutual convenience. Because of the likelihood of cross-contamination, do not bring your child to the lesson if there are any indications of illness. Failure to comply with this policy will result in your child's discontinuation of lessons in my studio, with full forfeiture of all tuitions paid for the semester. Follow your school's policy: fever-, vomiting-, and diarrhea -free for 24 hours, no phlegm-producing cough or runny noses, no crippling stomach or head aches; and I will do the same. If schools are closed AND there is a winter storm warning *in effect* during your lesson time, I will call to offer a makeup day; you can then choose to come at the scheduled time or at the offered makeup. This option is available once for each teaching day -- i.e. *one* snow Monday, per semester, etc. The only exceptions to this policy are for students traveling more than 30 miles.

Students 7 and under should have the parent present for at least 10 minutes of the lesson. Students older should have the parent check in with me for *the last 5 minutes of the lesson*, but I ask that parents of students 10 and older do NOT sit in on the lesson. I have found this to be distracting and confusing for many students, and often prevents the type of accountability and one-on-one relationship that is so important to develop between the student and teacher. If you wish to observe and/or speak with me, please be sure to come in during your child's lesson time so as not to overlap with other student's scheduled lessons or set up a time for us to speak by phone. I also ask that students not arrive at the studio more than 5 minutes before their lesson time – coming in earlier can distract the previous students. Of course, individual arrangements can be made if needed for specific scheduling needs on occasion.

Preferred lesson lengths are: first year of study, 30 minute private or 45 minute shared lesson; grades 1-2, 30 minute; grades 3-6 45 minute; grades 7 and older, 60 minute. Other lesson lengths will be considered depending on the age and individual needs of your student, but parent is expected to conform to teacher's recommendation whenever possible. If you have further questions about any of the above, please do not hesitate to contact me and we can discuss this policy at greater length. Commencement of lessons with me signals acceptance of all aspects of above policy.

## Teacher's Contract

The Teacher: Will be consistent in providing lessons including a variety of interesting and challenging repertoire, technical studies, and provide a thorough explanation and study of styles, forms, and theory; make students aware of performance opportunities and concerts that would be interesting or educational for their attendance or involvement; establish tuition to be paid in advance by semester; determine the number of lessons per term providing for holidays and other professional commitments; reserve the option to terminate lessons when a student is irregular in attendance, repeatedly fails to prepare assigned material, or is disruptive; maintain membership in professional music organizations and strive continually for musical growth.

Teacher's signature \_\_\_\_\_

\*Students participating in RCM Music Assessments must take at least a 45 minute lesson for levels 3-6 and an hour lesson for levels 7 and above.