

## DONNA REED PIANO STUDIO

### STUDIO POLICIES

---

Thank you for the opportunity to teach you/your child piano. Playing piano demands a lot of discipline, patience and hard work. The rate of progress for each student varies, but each has the potential for learning to play the piano, resulting in a lifetime of enjoyment and appreciation of great music.

---

### MY GOALS FOR EACH STUDENT

- To teach my students the language of music.
  - To impart to each student a genuine love and appreciation for music.
  - To teach a skill that will last a lifetime!
- 

### TUITION

Tuition is charged on a monthly basis, not weekly, which means that the tuition amount remains the same from month to month. Students enroll for one academic year, mid-August through May, **and are committing to lessons through the 1<sup>st</sup> half of May**. Tuition covers **32** lessons during this time span, but the lessons do not fall evenly into the academic year. In the months that have five lessons, you will still be charged the same amount for that month. This will balance out those months when there may be a holiday or you are ill and unable to come to your lesson. If a student is able to come to every lesson this year, he/she will actually receive more than 32 lessons, so make it a goal to be at every lesson!!

Payments may be made by cash or check made payable to **Donna Reed**. You may also use automatic bill pay from your bank, which means you never have to worry about your payment being late! My mailing address is **117 Riverhills Dr., Florence, MS 39073**, if you choose that option. I encourage you to use this option!

Tuition is due at the **first lesson of the month**. Often students forget to give their payment even if a parent has handed it to them before a lesson. For this reason, parents will receive a reminder email or text if their payment has not been received at the first lesson of each month. A **\$10.00 late fee** will be charged on overdue accounts not paid by the second lesson of the month. If the late fee is not included in your check, it will be taken from the studio/materials fee.

#### TUITION:

30 minute lesson – 100.00 per month

45 minute lesson – 150.00 per month

60 minute lesson – 200.00 per month

Studio/Materials fee – 50.00 (**non-refundable fee** due at first lesson of academic year)

---

### Attendance

In order to ensure success and continued progress, it is essential to strive for consistent attendance at lessons. Your lesson time is reserved for you each week whether or not you attend. Please remember that tuition is based on **enrollment**, not attendance, and lessons you choose to miss or cancel will not be refunded or made up. The studio is a full time career and my schedule is full and as with other educational classes, no credit, refunds, or make-up lessons will be offered for student cancellations. In

the event of a family emergency, please contact me, and I will do my best to work something out. School trips, family trips, sporting events, etc. **are not** considered emergencies! In the event of **my** absence, makeup lessons will be arranged or your account will be credited, **if I exceed 2 absences**. If you know in advance that you will not be able to attend a lesson, I encourage you to swap lessons with another student, utilizing the **Lesson Swap List**. Please read the following article which explains clearly my policy. Thanks for understanding! <http://ottawasuzukistrings.ca/makeuplessons>.

---

### **SWAPPING LESSONS**

If you choose to participate, you will be sent a copy of my teaching schedule, along with a list of participants and phone numbers. When necessary, students may swap lessons. Please remember, **this is not to be done at the last minute!** The swap list should be used for those times when you know in advance that you will be absent! **PARENTS WILL MAKE THE ARRANGEMENTS, NOT THE TEACHER**, but you are to notify me of the swap. Those parents who do not want to participate in swapping will be left off the list so that they will not be called. If you elect not to take part in the lesson swap plan, please **do not** ask participating parents to arrange a swap lesson.

---

### **TARDINESS**

Students are expected to arrive promptly to each lesson. If you are late, that will cut into your lesson time, and I will not be able to carry through to another student's lesson slot.

**PLEASE BE ON TIME!!**

---

### **MATERIALS**

Students are to bring a pencil, notebook binder for assignments, and all assigned music to every lesson. A book bag or tote is helpful to keep the supplies together. I will purchase any music your child needs from the studio/materials/activity fee (non-refundable) that you pay at the first lesson. If you exceed the **50.00** amount before the end of the year, you will be notified by email or text and the amount due is to be added to your next tuition payment.

---

### **PRACTICE**

Daily practice is vital to a successful piano experience. Without practice, you will not make any progress. A minimum of five days of practice each week will reap the greatest benefits from lessons and is a requirement!! Do not try to have one **GIANT** practice session the day before the lesson. 15-20 minutes each day is more beneficial than 60 minutes the day before the lesson!! Practice skills will be taught during the lessons and students should utilize these skills at home. **Practice should be considered a part of the student's daily homework and the student should complete it each day!** Younger students need parental help in finding time to practice and knowing how to practice. They also need your supervision during practice! As students mature, they should be able to take on the responsibility of practicing daily and practicing correctly. Practice time should increase as the student progresses. Please remember, piano **REQUIRES** adequate practice at home, between lessons, each week!!!

**NO PRACTICE = NO PROGRESS!!!**

---

### **PARENT ATTENDANCE AT LESSONS**

Parents are welcome to attend lessons from time to time, and with my youngest students (**K-1**), I ask that you attend each lesson so that you can better help your child with practice at home.

---

### **APPROPRIATE INSTRUMENT FOR HOME PRACTICE**

An acoustic piano is preferred because a digital instrument does not replicate the sound and touch of an acoustic. Please be sure to have your piano tuned on a regular basis.

If you use a digital it should have 88 keys that are touch sensitive (able to play loud and soft without using the volume button) and weighted. The keyboard should also have a sustain or damper pedal, a bench of appropriate height, and an appropriate keyboard stand, if the keyboard is portable. Your piano or digital keyboard should be located in a room that is free of distractions and easily accessible for practice.

---

### **WITHDRAWAL**

Please understand that I am only able to take a limited number of students each year, so I reserve a place for your child with the **full academic year in mind**. Please plan accordingly and think of this as a commitment for the entire school year. In the event that an emergency arises and lessons must be discontinued, **one month's tuition** past discontinuation will be due.

---

***“Teaching music is not my main purpose. I want to make good citizens. If children hear fine music from the day of their birth and learn to play, they develop sensitivity, discipline and endurance. They get a beautiful heart.” Sinichi Suzuki***