

1999

## Studio Policy

I am delighted that you and your child have decided to study piano with me. In order to make the piano year run more smoothly, please follow these policies.

**FEES:** You may pay for the lessons in two ways: by the month or by the semester. There are nine months or two semesters in the school year. This fee is a tuition, rather than a per lesson fee. This year, the tuition is \$\$ per year, or \$\$ per month, or (a slight discount) \$\$ per semester. If you choose to pay monthly, please send cash or a check for this amount with your child to the first lesson of each month, or mail (or deliver) the tuition in advance. Likewise for semester payments, the first lesson of each semester. Summer lessons are available under a different plan. If I purchase music or materials for your child, I will send the bill in your child's notebook. Please be aware of new music and pay for it at the next lesson.

**IF YOUR CHILD MUST BE ABSENT:** If for any reason your child will not be able to make a lesson, please use the Swap List to trade with someone else. Simply call someone who has a lesson time that you could make and ask them to trade lessons with you. Please let me know when you have made a swap. If you don't know until the day of the lesson that you can't come, call me. If I have a cancellation for later in the week, you may have that time. Whether or not you come to all of the lessons, the fee is the same.

**WORKSHOPS:** These are group lessons, held about every other month. You will be given a schedule of Workshop times and dates. The Workshops give an opportunity for students to play for one another. It gives them performance experience without the added stress of parents! The students will be prepared for these performances. Also, workshops give us a chance to bone up on theory by playing games requiring knowledge of music symbols, etc. Sometimes I take advantage of group lessons to teach a concept that all of the students will need to know. These are important meetings. They are the only lessons for that week. Missed Workshops cannot be made up.

**PARENTS AS COACHES:** Your role on the practice scene is as the coach or partner. You are near by to give encouragement and to listen as your child shows what he/she can play. It will be easier for you to spot mistakes if you know how to read music. But, it is not essential. You can tell by listening whether everything sounds good or not. If your child doesn't hear the mistake but you do, ask them to read the letters more carefully and to count more carefully. Practicing is generally a lonely business. Children don't have any experience in figuring out how to make it more interesting. You can help by suggesting ways to make the repetitions of the pieces more fun. If you play the piano, play the duets. Suggest a reward for practice well done. Make a game for each piece. If you would like more help with this, please talk to me about it. I even have books on the subject (!) which you may borrow, and so does the public library. Everyone wants to show off a new skill. You are the listener. In this role, please set aside a regular time each week, preferably 2 or 3 days before the lesson, to listen to all of your child's lesson pieces. Yes, even 5-finger patterns and scales. This timing allows for minor repairs before the lesson.

### SOME GUIDELINES FOR PARENTS:

\* Set a regular practice time at least 5 days a week and remind your child to practice.

\* Keep the piano in good working order and in tune. If you need the name and phone number of a technician, let me know.

- \* Provide a practice environment free from distractions.
- \* Check the assignment notebook. Your child should practice everything on the list.
- \* Listen to your child play. Keep your comments positive and encouraging.
- \* Call me when you need help.

HOW LONG TO PRACTICE: The times listed below are based on the average concentration span for a given age. Also, this time can be broken down into two or three sessions if the child is having difficulty with concentration. Practicing at least five days a week should be the goal.

Age 6 and under: 10-20 minutes

Age 7-8: 15-25 minutes

Age 9-10: 20-30 minutes

Age 11-12: 30-45 minutes

Over 12: 45-60 minutes

PERSONAL CREDENTIALS: Teacher is a member of the City Piano Teachers Forum, the Michigan Music Teachers Association and the National Music Teachers Association. She currently holds certification as a Professional Piano Teacher through both the state and national organizations. Her educational background includes: Bachelor of Music Education degree from West Virginia Wesleyan College, Master of Arts degree in Music Education/Piano Pedagogy from California State University at Fullerton, Teacher's teaching experience includes: 4 years of public school music teaching, 3 years of college teaching and 28 years of independent piano teaching. Teacher has been named by the City Piano Teachers Forum as the 1998-1999 "Teacher of the Year".

TO CONTACT ME: You may phone me at phone or e-mail messages to me at email \_\_\_\_\_. I will probably not answer the phone when I am teaching.

I have read and accepted the terms of this policy: \_\_\_\_\_

(parents signature/date)