



Private Cello Studio of Chas Barnard

Policies and Participation Agreement

1. Contact Information

a. My Contact Information

Phone:

Email:

Address:

b. Student Contact Information (please complete)

Phone:

Email:

Address:

Parent/Guardian:

Phone:

Email:

Address:

2. Lessons, Payments & Billing

- a. Lessons are on a weekly basis.
 - i. Additional lessons can be scheduled by request.
- b. Lessons take place at my home studio in Broomfield, CO or the CU Boulder College of Music.
- c. Parental/guardian engagement is crucial for the learning process. For this reason, a parent/guardian must be present at each lesson.
- d. Lesson payments must be paid at the beginning of each month prior to the start of the first lesson of the month.
 - i. Accepted payment methods are cash, check, Venmo and online with PayPal at www.chasbarnard.com/pay-for-lessons.
- e. Pricing:

45-minute lesson	\$40
60-minute lesson	\$50
75-minute lesson	\$60

- f. If the cost of lessons poses a financial burden, please communicate with me to discuss making a need-based financial aid agreement or payment plan.

3. Cancellations

- a. Cancellations or missed lessons will not be rescheduled or refunded.
- b. An exception to (a.) will be made for cases of unforeseen illness, injury, inclement weather or family emergency.
 - i. Cases of inclement weather will align with local school closure; however, if the student would still like to have a lesson on these days, please contact me the day of to decide whether a lesson is possible.
 - ii. In cases of illness or injury, a copy of a doctor's note may be requested. Please do not come to a lesson with any type of contagious illness including a common cold.
- c. An exception to (a.) will be made for pre-arranged cancellations such as an irregular conflict, family vacations or school holidays.
 - i. Such cancellations must be communicated at least one week in advance of the lesson.
- d. I reserve the right to determine whether any cancellation is rescheduled, refunded or unexcused.

- e. If I must cancel a lesson for any reason, I will communicate more the 24 hours prior to the start of the lesson and the lesson will be rescheduled. If I must cancel a lesson less than 24 hours prior to the start of the lesson, the cancelled lesson will be rescheduled and refunded.

4. **Punctuality & Behavior**

- a. Students must be on time to the lesson. Arriving 5 minutes early to ensure the lesson starts promptly is encouraged.
 - i. If a student has not yet arrived 10 minutes after the start of the lesson time, I am not required to complete, reschedule or refund the lesson.
 - ii. If I am more than 10 minutes late to start a lesson, the lesson will be refunded.
- b. The student is expected to behave respectfully and not talk or play while I am explaining or demonstrating.
- c. All other persons present at the lesson must behave respectfully and remain quiet during the lesson.
- d. All devices must be silenced during the lesson.

5. **Materials**

- a. Each student is responsible for providing their own cello, bow, rosin, cloth, rock-stop, pencil, binder, binder dividers, notebook paper, sheet music, metronome and tuner (apps are acceptable).
 - i. If you would like an optional HD video of each lesson, you will also need an SD card (32 GB or larger is recommended; High-speed SanDisk works well).
 - ii. All materials must be in working condition.
 - iii. All materials must be present at each lesson. I recommend having a dedicated bag for cello lessons.
 - iv. All materials must be ordered or present at the first regularly-scheduled lesson. I would be happy to help in the process of picking out a cello/bow and finding materials.
- b. If I ask the student to buy sheet music, it must be purchased or ordered before the next lesson.

6. **Practice**

- a. Regular practice between lessons is extremely important. Without individual practice, lessons will become repetitive and the student will not advance through repertoire at a pace that will keep their interest.
- b. An individualized practice plan will be tailored to the student to ensure positive progress.
 - i. Weekly practice assignments will be recorded in the student's binder.
 - ii. Practice assignments may include submitting a video or audio recording for feedback.

iii. Submitting a recording requires home internet connection and a recording device such as a computer, camera, tablet or smartphone.

- c. Students are expected to practice 5-6 days a week. Students will learn how to practice effectively in lessons.
- d. The student must have a designated area at home for practice including a good chair (appropriate height and without arms) and a music stand.
- e. Participation in outside playing opportunities such as school music programs, youth orchestras and chamber music is highly encouraged and greatly benefits the student's progress.

7. Liability

- a. If the student or other persons affiliated with the student damage studio property, I may request compensation for the damage.
- b. There may be certain times when limited and neutral physical contact between the teacher and student is necessary, when dealing with such subjects as posture, use of hands/arms on the cello and the bow, tension, etc. It is the responsibility of the student who if, in any way and at any time, is uncomfortable with this contact to immediately inform the teacher of that discomfort.
- c. My cello studio is very safe and there is little risk involved with cello lessons at my studio; however, should the student or other persons affiliated with the student experience an injury or damage/loss of property while at my cello studio, I am not liable, including financially, should such an event occur.

PLEASE SIGN AND DATE TO ACCEPT THE STUDIO POLICIES & PARTICIPATION AGREEMENT.

Student Signature

Date

Parent/Guardian Signature

Date