Silver Song Studio Policies

Welcome to the Silver Song Studio! I look forward to us working together as you learn about music and the flute. By joining this studio you are making a serious commitment to the study of these disciplines. In particular, I expect that:

- You will develop technical skills allowing you to better express yourself musically.
- You will gain skills in listening, critiquing, and evaluating musical performances.
- You will work on time management skills as you strive to practice regularly and balance your musical life with school, work, church, family, friends, etc.
- You will acquire performance skills, practice techniques, and will learn to set and realize goals.

1. Required materials:
   - A flute in good working condition
   - A sturdy three-ring binder or folder or cloth bag to hold materials
   - A music stand for practicing at home
   - A cleaning cloth and rod
   - A metronome (or phone app)
   - A tuner (or phone app)
   - Sheet music, books, etc.

2. Tuition: This is a fixed amount per month regardless of the number of lessons(see calendar). Tuition is due in full no later than the first lesson of each month, and includes:

   - Your lesson (A time is reserved for you, even if you are absent!)
   - Studio recital(s)
   - Assistance in purchasing new instruments
   - Assistance finding and working with accompanists for contests/festivals/recitals
   - Piano practice to help prepare you for your actual accompanist
   - Opportunities to perform/attend masterclasses and other special flute events
   - Regular studio email news with area music opportunities

If tuition is not paid in full by the first lesson of the month, there is a one week grace period allowing payment to be received in the mail. If payment has not been received before the second lesson of the month, neither the second lesson nor further lessons will be taught and the student will be dismissed from the studio.

3. Lesson content: We will work on tone production, scales/arpeggios, technical studies, sight-reading, music theory, and flute repertoire. We may also work on any ensemble music as needed.

Students are responsible for providing their own music. *Photocopied materials are not permitted as a permanent substitute for purchasing music, as this is against federal copyright law.*

Parents are always welcome to observe lessons; parents of beginners are encouraged to observe!

4. Attendance: I reserve a time for you each week and that the price of tuition includes more than simply your weekly lesson. Therefore I must charge for cancellations.

4. Attendance (cont): You are allowed one (1) excused absence (ex. illness, severe weather, family/school/church conflict...) each semester. Any absences over one (1) per semester can not be made up.

If you need to miss a lesson, I require a minimum of one (1) week advance notice. Given such notice, I will try to move your lesson to another available time. If no available time is found, you may schedule a makeup lesson during one of the dates listed on the calendar. Makeup credits do not carry over into the next semester or summer months.

In the event that severe weather conditions keep you from attending your lesson in person, a lesson via Skype/FaceTime can be arranged during your usual lesson time.

If you are sick, please cancel your lesson so your germs aren't passed around. The advance notice requirement does not apply to illnesses.

If the student forgets, does not show, or cancels a lesson with less than a one (1) week advance notice, no makeup lesson will be permitted. If this occurs more than two (2) times in a school year the student will be dismissed from the studio.

If at any time I need to cancel a lesson, a makeup time will be found. This will not count as one your one (1) absences.

5. Practice: Lessons are only successful if all members of the team are active. The "team" includes the student, the teacher, and the parent(s)/guardian(s)/sponsor(s), if applicable. I have found that when the adults in a student's life take an active role in encouraging their student to practice, the student experiences more success. When the student is dedicated to practicing all on their own, the student experiences exceptional success. As a general rule, students are expected to practice between 30 to 60 minutes daily for their lessons. Students who are considering majoring in music are expected to increase these times.

6. Recitals: Students are expected to play with accompaniment in our studio recitals and highly encouraged to play at area music competitions and other opportunities as they arise.

7. Accompanists: Working with a pianist is an important part of learning to be a musician. You are responsible for paying your own accompanist, as well as working out a rehearsal schedule. I will provide you with a list of recommended accompanists.

8. Sheet music: Please expect to spend around $50 each year on music.

9. Buying new instruments: Please consult me before purchasing or renting new instruments. I may be able to help you find a better price and a higher quality instrument. I am more than happy to visit shops with you to assist you in purchasing instruments.

10. And finally... I will strive to make our lessons together a positive experience! If you have any questions, don't hesitate to call, text or send me an email.

Please sign and return at your next lesson.

Silver Song Studio Policies Summary & Agreement Form

1. Required materials: Each student must have access to all required materials.

2. Tuition: Monthly tuition rates are a fixed amount per month (see calendar). Each month's payment is due no later than the first lesson of the month. If tuition is not paid in full by the first lesson, there is a one week grace period allowing payment to be received in the mail. If payment has not been received before the second lesson, the student will be dismissed.

3. Lesson content: Lessons generally consist of tone production, scales/arpeggios, technical studies, sight-reading, music theory, and solo repertoire. Students are responsible for having their own sheet music and books. Photocopied materials are not permitted as a permanent substitute for purchasing music, as this is against federal copyright law.

4. Attendance: I reserve a time for you each week, and that the price of tuition includes more than simply your weekly lesson time. Therefore I must charge for cancellations. You are allowed one (1) excused absence each semester. Any absences over one (1) per semester will not be made up. If at any time I need to cancel a lesson, a makeup time will be found. This will not count as one your one (1) absences. If the student forgets, does not show, or cancels a lesson with less than a one (1) week notice there will be no makeup lesson. If this occurs more than two (2) times in a school year the student will be dismissed from the studio.

5. Practice: Students are expected to practice between 30 to 60 minutes daily. Students considering majoring in music should increase these times accordingly.

6. Recitals: Students are expected to perform in recitals.

7. Accompanists: I will assist you in coordinating with an accompanist. However you are responsible for paying your accompanist and working out the rehearsal schedule.

8. Sheet music: Please expect to spend around $50 each year for music.

9. Buying new instruments: Please consult me before purchasing a new instrument!

10. If you have any questions, don't hesitate to call, text or email me!

I have read, understand, and agree to the Silver Song Studio policies.

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Student Signature and Date

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Parent/Sponsor/Guardian Signature and Date