

## **Music & Play COS**

### **“Play a Story” Studio Policies \_\_\_\_\_ *(Initial here)***

#### **The Teacher**

- Is prepared and punctual.
- Instructs in an encouraging and enthusiastic manner.
- Communicates with students and families on a regular basis.
- Provides performance opportunities.
- Provides practice incentives.
- Provides access to, and gives projects using Better Practice App.
- Participates in regular training and continuing education opportunities.

#### **The Parent/Coach**

- Attends classes with student.
- Brings student to class promptly at the scheduled time.
- Participates in classes without distraction (phones, etc.).
- Supports students at home.
- Makes sure that projects are being completed, and that regular practice is happening.
- Responds to communications from the teacher when requested.

#### **The Student**

In class the student will:

- Be punctual and consistently attend classes.
- Participate in class (raising hands, taking turns and playing).
- Arrive with clean hands and without distractions (food, toys, gum, etc. Water bottles are permitted).

At home the student will:

- Practice regularly (around 10 min.). The same time 5 days a week is highly recommended.
- Understand that projects are not negotiable.
- Regularly log practice.
- Complete assignments.
- Agree not to work ahead.

***\*The Play a Story curriculum offers students a chance to be introduced to the piano in an age appropriate way along with preparing them for the Simply Music Piano Program. They will***

receive foundation skills in improvisation, composing, and chording. These keys will unlock musicianship for students when the above requirements are met. **If the recommendations above are not followed, I will not be able to guarantee the desired result.** It is also important to commit to fully participating for a minimum of 90 days to appreciate the full spectrum of the program.

## Studio Calendar 2023-2024

November 20-26	Thanksgiving Break
December 16-January 2	Winter Break
March 25-29	Spring Break
One week summer July 2022	Professional Dev.
3 additional days/weeks to be announced	Personal/Sick

## Monthly Tuition Fees

Family Registration Fee ( <i>charged at sign up</i> )	<b>\$35</b>
Private Rate - 25 min.*	<b>\$140</b>
<i>*lack of classmate availability</i>	
Preferred Private Rate (25 min./family or student preference)	<b>\$160</b>
Shared Lesson Rate (2-4 students) -	<b>\$120</b>

*\*Time adjustment: 2 - 30 min.; 3 – 35 min.; 4 – 40 min.*

## Tuition Details \_\_\_\_\_ (*Initial here*)

- Tuition is a flat, monthly rate and includes the Better Practice App.
- Monthly tuition installments are due the first week of every month, and payment should be received **no later than the 7th day of each month.**
- Monthly tuition is calculated annually based on **44 lessons** from the beginning of September until the end of August, and remains constant regardless of the number of lessons received in any given month.
- Payments received after the 15th day of each month will be charged a late fee that is **20% of your monthly tuition.**
- You will be asked to **set up auto-payment** via the “Current Student Sign up Form” on my website. These payments are made using *Stripe*.
- A **15% discount** is offered for a 2<sup>nd</sup>/3<sup>rd</sup> child.

- A **\$10 credit** will be given for each review given on Facebook and/or Google.
- A **20% discount** will be given towards your next monthly bill for students who sign up for lessons/classes from your direct referral.

\*if an in-home lesson is agreed upon, a traveling fee of \$1/mile or a minimum of \$20 will be added to the monthly rate.

### **Attendance and Commitment \_\_\_\_\_ (Initial here)**

- Please do not attend your lesson or class in person if you are ill.
- Weekly attendance is expected, and **credits for missed lessons will not be given.** When a conflict arises, notify me as soon as possible (within 24 hrs.) so we can try to reschedule. **Rescheduling is not guaranteed.**

• **If you must miss a lesson and rescheduling is not possible, there are two options:**

1. Online lessons are available for students that are sick or traveling.
2. You may submit recordings of your playing, or your student's playing, prior to the appointed lesson. I will listen to the recording during your lesson time, and provide feedback and a new assignment (if appropriate).

• There are more options for lesson adjustments during the summer, and online lessons are also available for summer lessons if necessary.

**\*Please do not schedule other activities or events during your lesson time. Please make sure that the scheduled time works from September through May.**

### **Termination of Lessons \_\_\_\_\_ (Initial here)**

- Termination of lessons, or an extended leave of absence requires a 30-day notice **with payment.**
- The teacher reserves the right to terminate students that are not compliant with studio policies.

### **Online Lesson Requirements \_\_\_\_\_ (Initial here)**

- Make sure that you have all necessary materials ready prior to the start of your lesson.
- Make sure that you have a stable internet connection with little interference from other devices streaming in the home.

- If you are connecting with two devices, make sure that one device is disconnected from audio to avoid feedback. Simply muting your device will not eliminate the feedback.
- Tablets or phones often provide better audio than a laptop.
- Do not place the device with the microphone on the piano or keyboard. Doing so may cause distortion of sound quality.
- Please have your device, or a second device mounted above the keyboard or sitting beside the piano or keyboard so that I have a **full view of hands**. As much as I enjoy seeing all of you, my job is extremely difficult if I cannot see your hands on the keys.
- The device with the view of the keyboard should be set for landscape orientation, rather than portrait.
- To avoid eye strain for the teacher, please have your device camera in a **fixed** location. This can be a tripod, or as simple as being propped up on a chair or table.
- If student is under the age of 15, **the coach must be sitting near the student, and not in another room**. This is the same requirement as in-person lessons, and especially important to help with technology requirements as well as to help demonstrate ideas presented during the lesson.
- Make sure that the room where the lesson is happening is free of distractions and excess background noise.
- If there is a written assignment due, please send a picture via email or text prior to your lesson so that I can check it in advance.

### **In-Home Lesson Requirements \_\_\_\_\_ (Initial here)**

- Make sure that you have all necessary materials ready, along with the student, prior to the start of your lesson.
- Make sure that the room where the lesson is happening is free of distractions and excess background noise.
- Make sure that the piano or keyboard being used is full sized, has weighted keys, and is in good working order.

### **Acknowledgement of Studio Policies**

This policy will be effective September 1, 2023. I have read and agree to the above policies presented in the Student Policy Sheet for 2023-2024.

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Name (please print)

Signature

Date

**Please sign and return the following form by August 31, 2023. Thank you**

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**Music & Play COS  
Photographic Release**

In consideration of my music instruction, I hereby grant permission to Music & Play COS, and it's agents, including Charlotte Foster, to take photographs of me, to take video of me, to record music played by me, to record songs sung by me, and further to use and distribute any and all such photographs, video, and recordings for any purpose, including for advertising, that Music & Play COS may deem proper. In granting such permission, I hereby relinquish any right, title, and interest that I may have in such photographs, video, and recordings and grant Music & Play COS the right to use the same.

***By signing this release, I acknowledge that I have completely read and fully understand the above release and agree to be bound thereby.***

Student Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Required if student is under 18 years of age.)

**Play a Story Materials**

## **Multi-Journey Pack**

All three Play a Story Journey's; Song of the Zephyr-Wind, Ocean Lullaby and Travel Notes.

**\$70 for 2 years**

### **Journey 1: Song of the Zephyr-Wind**

In this theme we experience the world as heard through the Zephyr-Wind in the forest.

**\$28 per year**

### **Journey 2: Ocean Lullaby**

Explore the sounds of the ocean as music captured inside a seashell.

**\$28 per year**

### **Journey 3: Travel Notes**

Find yourself uniquely transported into countries and cultures all over the world.

**\$28 per year**

### **Full Color Printed Books**

Great for younger learners

**\$12.95 for single or \$29.95 for all three**

**(not required)**