

# Wright Music Studio 🎵 Studio Policies 🎵 2016-2017

(720) 324-4742, kw@wrightmusicstudio.com

**Teaching Schedule:** Fall semester runs from August through December. Spring semester runs from January through May. Each semester includes 20 sessions, a combination of weekly private lessons, group studio classes, and one studio recital.

**Fees:** Semester fees include private lessons, theory time, studio classes, studio recitals, and all piano books and sheet music. Semester fees do not include PMTA event fees, KITS Theory Testing, or replacement fees for lost books and materials.

30-minute lessons + 30 minutes tech time = \$85/month

45-minute lessons + 30 minutes tech time = \$125/month

On the 1<sup>st</sup> of each month, I will email you an invoice showing your current amount due. If I do not receive your payment by the 10<sup>th</sup> of the month, I will charge a \$10 late fee, and your student will not be allowed to attend piano until payment is made. I accept checks or cash. Refunds are not given, except in special cases.

**Theory Time:** Students receive 30 minutes of theory time per week, either before or after their private lessons. Each week, students complete a structured activity using iPad apps, the Clavinova, flashcards, manipulatives, and/or worksheets. Activities follow unit study themes throughout the year, such as Rhythm, Intervals, Sight Reading, Composing, Scales, and Music Appreciation. Theory time is for music study only—you may not use my iPads for any other purpose.

**Studio Class:** Studio class is one hour long and held two or three times each semester. Students practice performing, learn about composers, play theory games, and build group camaraderie. Class topics correspond with unit study themes.

**Recitals:** I hold two studio recitals each year and expect every student to participate. Students are also encouraged to participate in PMTA events and KITS Theory testing.

**Make-up Lessons:** Please call or email if you are going to miss a lesson. If you miss a lesson, your make-up lesson will occur during the last week of the semester, at your usual lesson time. You get only one make-up lesson per semester, even if you miss more than one lesson. If I ever need to cancel a lesson, I will credit your account for the price of the lesson. No make-up lessons for missed studio class or studio recitals.

**Summer Lessons:** During June and July, we will schedule lessons on a more flexible basis, at the rate of \$40 per hour. No make-up lessons for missed summer lessons.

**Snow Days:** When LASD schools are cancelled or have an early release because of snow, stay home. We will have a video lesson instead, using Facetime or Skype. If there is snow or ice, and you feel unsafe driving, please stay home no matter what the school district decides! Call or email me and we will set up a video lesson.

**Every student should have:**

- ♪ Positive encouragement from parents and family members.....this is key!
- ♪ A piano at home, acoustic or digital, with working pedals.
- ♪ Quiet, uninterrupted practice time, at least 5 days a week. Try to practice at the same time each day, so that piano becomes part of your daily routine. It is much better to practice 20 minutes every day than 2 hours the day before your lesson!
- ♪ A 1" binder to hold assignment sheets, songs, and scales.
- ♪ A CD player, iPod, or mp3 player.
- ♪ A metronome (or metronome app).
- ♪ Optional: an iPad at home. This is not required, but definitely recommended. If you do have an iPad, you will have access to Piano Maestro at home. You may also wish to purchase some of the apps we use during theory time.

**Books:** One of my most important jobs as a piano teacher is to select fun, motivating, high-quality music at the right difficulty level for each student. My students help choose their own music whenever possible. Many students will use a book series that includes lesson, performance, and theory books. I supplement with seasonal and other special recital pieces. I make the final decision about books for each student. The cost of books is included in your semester fees.

**Odds and Ends:**

- ♪ No food and drink allowed. No bare feet (wear socks).
- ♪ Please wash your hands when you arrive at my house.
- ♪ Do not come to piano when you are sick! Stay home, rest, and get well. We can have a video lesson using Facetime or Skype, if you are feeling up to it.
- ♪ Keep your fingernails short and trimmed neatly.
- ♪ Bring your binder and all assigned books every week. Leaving your books at home seriously limits what we can accomplish at your lesson.
- ♪ Parents are welcome to sit in my dining room, wait in the car, or leave entirely. If your presence is highly distracting to your student, I will address that with you.

**Discontinuing Lessons:** Please give 30 days' notice if you decide to quit piano lessons. Your spot will be given to someone on my waiting list and may not be available to you in the future. If you repeatedly fail to adhere to the studio policies, I may put you on a 30-day probation. If the situation does not improve, I may dismiss you from the studio.

# Wright Music Studio    🎵   Lesson Plans    🎵   2016-2017

	Theory	Lessons	Other
Aug			Aug 29: Fall semester begins
Sep	Pitch	Posture, warm-ups The keyboard	
Oct	Note names	Fingers and wrists The staff	Oct 4: Studio Class
Nov	Rhythm	Relaxed shoulders Steady beat	Nov 13: PMTA Recital Nov 22: Studio Class
Dec	Music listening	Polish performances Choose spring music	TBA: Studio Recital Dec 12-16: Makeup lessons
Jan	Sharps and flats	Smart Practice	Jan 9: Spring semester begins Jan 15: PMTA Masterclass
Feb	Sight reading	Dynamics Hand/arm weight	Feb 12: PMTA Valentine Recital Feb 28: Studio Class
Mar	Ear training	Memorizing Theory review	Mar 12: PMTA Elementary Recital
Apr	Terms/symbols	PSR KITS Theory testing	Apr 4: Studio Class Apr 30: PMTA Recital
May	The orchestra	Polish performances	TBA: Studio Recital May 22-26: Makeup lessons

Note: Fall 2016 is a shortened semester, with 16 sessions instead of the usual 20.  
Students will pay for four months instead of five.

## Wright Music Studio 🎵 Registration Form 🎵 2016-2017

All reminders, announcements, invoices, and receipts will be sent to the primary parent's email address. Your information will not be shared with anyone.

Student name: \_\_\_\_\_ Birthday: \_\_\_\_/\_\_\_\_/\_\_\_\_

School (16-17): \_\_\_\_\_ Grade (16-17): \_\_\_\_\_

Student email (optional): \_\_\_\_\_

Student cell phone (optional): \_\_\_\_\_

Primary parent name: \_\_\_\_\_

Primary parent cell/work phone: \_\_\_\_\_

Primary parent email: \_\_\_\_\_

Address: \_\_\_\_\_

Home phone: \_\_\_\_\_

Secondary parent name: \_\_\_\_\_

Secondary parent cell/work phone: \_\_\_\_\_

We have read the studio policies, and we agree to abide by them. We understand that we may be dismissed from the studio if we do not abide by the studio policies.

Parent signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

# AUTHORIZATION AND RELEASE FORM

1. **PARTIES:**

“MUSIC INSTRUCTOR”:  
(Name of Music Teacher or Music Instruction Business)

“PARENT”:  
(Name of Parent or Legal Guardian)

“CHILD”:  
(Name or Names of Child or Children Covered by Authorization)

2. **AUTHORIZATIONS:** By placing his or her initials next to the corresponding activity set forth below, the PARENT authorizes the MUSIC INSTRUCTOR to undertake that activity on behalf of the CHILD:

Initials

Activity

\_\_\_\_\_: Use of photographs and/or videotapes of the CHILD for promotional or educational purposes by MUSIC INSTRUCTOR.

3. **RELEASE:** The PARENT agrees to indemnify, release and hold harmless MUSIC INSTRUCTOR, his, her or its agents and representatives, from any claims or causes of action arising or related in any respect to the activity or the CHILD’S participation in such activity.

DATE:

SIGNATURE OF PARENT:

\_\_\_\_\_

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