



Baby Grand Music Instruction, LLC ♦ 3871 Eagleston Court ♦ High Point, NC 27265
336-259-5162 ♦ www.BabyGrand4Kids.com

BABY GRAND ACCOUNT AND STUDIO POLICIES

Schedule and Class Exceptions

- Private lessons will be held on a weekly basis at a given day and time unless otherwise noted. *****IMPORTANT*** There is no credit for classes missed due to absences. If a lesson is missed due to the fault of the student, make-up lessons for private students will only be given at the discretion of the instructor and the instructor is not required to offer a make-up lesson.** Our schedule is very tight and often we do not have availabilities to offer make-ups. The time you have been given is the time you have paid for. We cannot guarantee any other availabilities. Also, credit will not be given for classes missed due to school closings, inclement weather or unforeseen circumstances unless approved by Meleah Farlow, however, if Baby Grand Music Instruction, LLC is responsible for the missed lesson, the lesson will be rescheduled at a time that is convenient for both the instructor and student or school.
- There will be no lessons held during the weeks of Thanksgiving, Christmas, and Spring Break. Students will be given a calendar at the beginning of the school year, and will also have access to their teacher's Google Calendar. Please take note of this calendar for important dates and possible changes in the regular schedule.

Withdrawal Notices

- If you must withdraw your child from private lessons, a 30-day written notice is required. If a notice is not given, Baby Grand Music Instruction, LLC does reserve the right to charge the full month's tuition.
- **A 30-day written notice is required to terminate the payment schedule.** Once the notice is given, the amount of lessons given for the year to date will be calculated and charged appropriately. Then, either the final payment will be due or a credit will be given depending on how much has already been paid and how much is charged for the given lessons.

Payments, Fees and Additional Costs

- On the 15th of the month, an invoice will be sent to you via email for the upcoming month's tuition. This payment will be due on the 1st day of the upcoming month. (Example – On January 15th, February's invoice will be emailed or mailed to you and payment will be due no later than February 1st.) If your email address is not available or you would prefer to have your statement mailed to your home address, an invoice will be mailed to you upon request.

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- As of August 2020, payment is:
 - \$100/month for 10 monthly payments (September – June)
 - \$110/month for 9 monthly payments (September – May)
 - \$40/month for Early Childhood Music Classes unless otherwise noted
- All lessons will be calculated on a yearly basis and divided into equal monthly payments.
- Preferable payment is through Automatic Debit. This form can be mailed or emailed to you and is also available for completion at our secure site – www.babygrand4kids.com. Other options include:
 - ❖ Pay Online from the invoice you receive via email,
 - ❖ Write a check to Baby Grand Music Instruction and place it in the payment box at your child’s school or deliver to your child’s teacher before the 1st day of the month. (*If you choose this option, be sure that the payment is turned in before the lesson before the 1st day of the month, or it will be considered late. Example - If your child’s lesson is on Monday, March 2nd, payment would need to be in the box by Monday, February 23rd. This means that if your child's class or lesson falls on the 2nd or 3rd, you will need to make sure payment is in the week before that lesson.)
 - ❖ Call (336) 259-5162 and make a payment over the phone.
 - ❖ Mail your payment to: Baby Grand Music Instruction, 3871 Eagleston Court, High Point, NC 27265.
 - ❖ If no payment is received within 60 days, lessons will be discontinued and your account will be charged a \$25 service fee and sent to an outside collection agency.

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PRIVATE LESSON STUDENTS ONLY

Materials

- **There will be an Annual Fee of \$80 which will be invoiced individually in August.** This fee includes hardcopy books, recital fees, printed materials (sheet music, copies, digital copies, etc), updated bags or binders when needed, subscription for apps used during lessons and other materials and must be paid before the first lesson.
- Your child will need a form of instrument (keyboard, piano, ukulele, guitar, etc) to practice. For piano lessons, a full-size acoustic or digital piano is preferred. If that is unavailable to the student, smaller keyboards may be purchased at Best Buy or other electronic stores. If you must go this route, Baby Grand Music Instruction, LLC suggests a keyboard with at least 61 full-size, touch-sensitive, (or better yet, hammer-action) keys. Other instruments such as violins, guitars, ukuleles, etc. may be rented or purchased at your local music store. We do not recommend using a toy guitar for guitar lessons. Electric guitars will also need an amplifier. Voice students may be asked to purchase a minimum 4GB flash drive to bring to lessons with them.
- Your child will receive a three-ring binder and a bag, included in your Annual Fee. Please make sure these are brought to each lesson. (Returning students, please bring your binder from previous lessons with all information still intact.) **Please check your child's Baby Grand notebook for assignments and communication from the teacher.**

Practice Tips and Guidelines

- Practice is *essential* to learning the processes of playing any instrument, and the better prepared a student is for each lesson, the quicker he or she learns to play. Please follow the guidelines below for your child's age:
 - 6 years old – 2 to 3 times a week
 - 6 – 8 years old – 3 to 4 times a week
 - 9 and older – 4 to 5 times a week
- ❖ Have your child practice each song assigned at least 3 times each. A song is considered successful when it can be played with few to no mistakes, with correct timing and shows musical expression.
- ❖ Amount of practice time will vary and should be expected to be between 10-30 minutes in length.
- ❖ Make sure all assignments are followed and homework is done.
- ❖ Make sure all of the correct materials and books are brought to each lesson.
- ❖ Regular attendance and punctuality for lessons are essential for the student's success.

Studio Guidelines

HPCA Studio Students:

- If your child is taking during recess, we will pick up TK-2nd grade students from their classrooms. 3rd-5th grade students will come from their class directly to their teacher. (A reminder to them on their lesson day may be a good idea 😊).
- If your lesson is at HPCA before 4:00, you may park in the E parking lot and then enter the front door to the Elementary Building and check in with the front desk. Let them know that you are here for a music lesson. During the day, Meleah is in room 206 and Julie is in room 106.
- If your lesson is after 4:00 with Meleah, please enter directly into room 206 from the back entrance. If your lesson is with Julie, you will need to meet Julie at the front door of the Elementary Building.

Please Initial Here _____

Baby Grand Studio Students:

- Enter through the side garage door entrance. Please knock when you arrive, and your teacher will greet you to sanitize your hands and show you where to sit.

COVID-19 Update:

- Please do not send your child in to piano lessons if they are feeling sick. We can offer Zoom lessons in these instances if desired as long as we are given adequate notice.
- HPCA Students – You may not enter the HPCA building if you were unable to attend school on the same day as your lesson due to COVID-19 circumstances. You must have passed the temperature check at the beginning of the day.
- All students will be asked to sanitize their hands immediately prior to or upon entry into the studio.
- Pianos and touch-points will be wiped down with disinfectant before each student.
- Masks:
 - Baby Grand Studio – Masks are not required inside the studio, however, students may wear one if they desire. Parents may also request that the teacher wear a mask or shield while teaching, however, you will need to make that request known directly to your specific teacher.
 - HPCA Studios – Masks are not required by the student, however, the teachers will be wearing a mask or shield while teaching (unless a distance of 6 feet may be maintained). Students must wear masks as they enter the studio and upon leaving the studio.
- Please keep a pencil in your music bag so you may use your own pencil if possible.
- This year, we ask that parents do not sit in during lessons. We can make the lesson available to watch through Zoom if so desired, however, in order to keep numbers to a minimum, we would prefer only the student to be in the lessons. Siblings who are taking back-to-back lessons may both be in attendance, but the other sibling must sit quietly in a chair until it is his or her turn for lessons.
- If any of these restrictions are lifted, I will make you aware as soon as possible!

Please sign below and return at your child's first lesson.

I have read all 4 pages of the Baby Grand Music Instruction, LLC, Studio and Account Policies agree to each of them. I also agree to commit myself and my child to Baby Grand Music Instruction, LLC music lessons to help my child have a successful experience and reach his or her potential.

Parent's Printed Name

Parent's Signature

Name of Student(s)

Date

Please Initial Here _____