

Foxx Piano Studio Policy



LESSONS-

- I offer a couple options for piano lessons: Private Lessons or Rotating Lessons. These are both held once a week.
- Private lessons are 45 min. to one hour each week. 30-45 minutes is one on one time with me, and 15 minutes in the piano lab. Rotating Lessons are held for 1-hour. Approximately three students will be rotating between stations. Each student will receive private time during that hour. See Registration form for more details.
- Group lessons for both private and rotating students are held 3 times a year and will be served as free bonus lessons. The bonus group lessons may serve as "make-ups" for those unavoidable occasions when a student or, rarely, the teacher must miss a lesson. Students with perfect attendance may consider these as bonus lessons.
- Piano lab will be a variety of technique, theory, rhythm and ear training skills, music appreciation as well as composition. Students are expected to respect all studio property and to use equipment carefully. If a student does not respect the property in the lab, their use of the lab will be discontinued and you will be charge replacement cost of intentionally broken items. Normal wear is expected.
- Please be on time for your lesson and when picking up your child. If your lesson is from 4:00pm-4:45pm and you come at 4:10, the lesson will still end at 4:45pm. This insures that none of my lessons will run behind. Please do not arrive more than 5 min. before your lesson time or pick your child up more than 5 min. late.
- Students are expected to continue lessons in the summer months and participate in Piano Camp Workshops. Students who do not continue lessons in the summer or participate in Piano Workshops, will be put on a studio waiting list. *However*, if you wish to hold your spot, you can continue to pay the monthly piano fee during that time. Piano Workshops are held in December and during the summer. There are no regular lessons when I hold workshops during those two months. December's workshop is considered when tuition for the year is totaled and divided. It is the same tuition fee schedule you normally have during the year.

TUITION-

- Tuition is based on a 10 month period (Aug-May) and divided into monthly payment installments that can be paid with different payment options listed on the registration form. (*See yearly calendar for details*) Tuition does not change regardless of the actual number of lessons per month. The studio runs much like a private school, tuition remains the same each month whether or not lessons are used on a particular day or month as I can't teach another student without replacing the student altogether.
- Tuition is due on the 1st of each month. Please make the tuition check payable to "Foxx Piano Studio". If you are late with your payment, there is a 3 day grace period to turn in tuition without penalty. If you are more than 3 days late, please add a **\$15.00 late fee** on your check. If you are late with tuition payments more than twice, you will be asked to pay quarterly tuition payments. There is a \$25.00 fee for bounced checks. Payment must be paid in cash before the next lesson.
- A **Non-Refundable** \$85.00 Studio Fee per student is required for each academic year or whenever you begin piano lessons. This includes credit for the first set of books or if a renewing or transfer student a \$25.00 credit for new music. The Studio Fee enables the studio to provide students with loaner music, incentives and rewards, recital awards for the spring recital, defray the costs of theory games, music library materials, miscellaneous handouts and monthly newsletters, and use of accompaniment CD's during lesson time. This also includes a subscription to a mandatory online theory program that students will have assignments in - MusicLearningCommunity.com.

ATTENDANCE-

- A student who does not attend a lesson will simply miss the benefit of that lesson. Your tuition reserves you a weekly time slot and benefits within the studio. There will not be any make-up lessons when cancelled by the student, however keep in mind there are up to 3 bonus lessons scheduled throughout the year. You may refer to the student roster exchange list to swap lesson times with someone in case of illness, vacation etc... **Please inform me of any changes.** Should 2 people arrive at once, I will teach the one whose lesson is normally at that time. Please inform me if you do not wish to have your name included on the exchange list. If you cannot attend please call or I will worry. If I must miss a lesson I will call and reschedule with you.

DISCONTINUING LESSONS-

- In the event there is a student who decides to discontinue lessons, a one-month written and paid notice is required. If appropriate, I would like to schedule a parent/student teacher conference before the last lesson to establish if this might be a temporary setback or not (see note above). If after the meeting, the student still wants to discontinue lessons, the student must finish the remainder of the month or forego any unused lessons, as there is no refund given.

DISMISSAL & TERMINATION- Should any of the following situations occur after parental notification has been made along with time provided to correct the situation, dismissal will result:

- Failure to make payments promptly.
- Failure to maintain practice standards.
- Persistent unexcused absences or tardiness.
- Repeated neglect on the student's part to take responsibility for bringing materials, following assignment & practice directions.
- Inappropriate or disrespectful behavior, theft, and/or misbehavior in my home.
- Failure to honor studio policies.

PRACTICING-

- Students are required to complete their assignments each week. Daily practice is vital to musical progress. If you treat piano lessons like an academic subject, students will progress and grow and enjoy it more in the long run. Students are encouraged to keep a practice record, and to work toward musical goals rather than simply counting minutes. The study of music is rewarding and enjoyable, but it is also work! The recommended amount of practice time will be discussed with the student, and should be practiced at least 5 days a week. However, in my studio I stress quality practicing more than quantity practicing. To help with this, I also give some fun ideas that help with quality practicing through "practice games." Encourage your child to use the practice games. Your child will receive a practice record, which is to be maintained by the student and signed by the parent each week. Remember "You get out of it what you put into it." Unprepared lessons cost the same as prepared ones but their value is substantially compromised.

Important note: Sometime during the course of taking piano lessons, your child may say something like, "I don't want to practice," or "I'm too tired to go to piano lessons," or "I don't want to go- I want to play with my friends," "I want to quit," etc... Just be aware that your child's interest will probably not be consistent; but to be successful, you will need to be consistent in your encouragement and commitment to music instruction. In most cases, simply acknowledge your child's comments, but then go on with your normal routine just as you would if you heard the comment, "I don't want to brush my teeth," "I don't want to stop playing with my toys," or "I don't want to go to bed."

MISC...

- I let the answering machine take calls during lessons. Leave a message and know that I will get it. The best time to reach me is before 1:00pm or after 7:00pm. You can also reach me by email. My email address is at the bottom. Email is the best way to reach me, I check my email several times a day.
- My Music Library offers the students a chance to play from a variety of books without having to purchase them. Any borrowed music that is not returned or is returned damaged will be charged to the student at its replacement cost.
- Be certain your piano is tuned and in good condition. It is very difficult to enjoy playing on an out-of-tune instrument. It is also difficult to develop strong listening skills or pedaling skills on a poor instrument. Putting off tuning is not cost effective; a piano which is very out of tune will most likely require several tunings over a period of weeks or months to bring it back to pitch. I can recommend a few piano tuners/technicians. If your child is starting on a keyboard it must be touch sensitive, have a pedal, and have at least 61 keys or more. Please be aware that this will only get them through the first year, maybe two. An electronic keyboard severely limits the technical and musical skills a student can practice on at home. After that you will want/need to invest in either a full size- 88 key acoustic piano or a good digital piano with weighted keys to get the full benefit of piano lessons.
- I expect students to have washed their hands thoroughly at home or when they get here. Long fingernails preclude the development of good piano technique, so please be sure they are trimmed short.--no longer than the end of the finger! This is necessary preparation for every lesson. If they are too long, we may use the lesson time to study theory. (A basketball player wouldn't play in high heels!)
- Foxx Piano Studio and Jennifer Foxx is released from any liabilities, accidents or injuries that may incur from the enrolled student with the participation of piano lessons, group classes, piano parties or piano events.
- During student and group gatherings and performances the teacher reserves the right to use video recording or to take photographs of students for use in the studio scrapbook, advertising materials, lesson demonstration and studio owned websites. Photos taken by the teacher OR that are shared with the teacher by other parents or students of gatherings or performances become the property of the studio and can be used at the discretion of the teacher in regards to the studio. The studio follows online safety rules in this matter.

MY RESPONSIBILITY-

- My responsibility to the student is to provide an atmosphere for learning and a well-balanced musical education. Professional standards will be maintained and definite goals will be established for each student. It is my goal to give your child the best possible music education. I belong to professional organizations, attend workshops and educational programs, subscribe to professional publications, and engage in other activities on a continuing basis in order to provide opportunities for professional growth and enhance my own teaching skills.

Jennifer Foxx Cell: 623-692-8593 Email: jennifer@foxxpianostudio.com

Jennifer is an active Member of the ASMTA, PMTA & MTNA, currently serving as President Elect for PMTA and Music Technology Officer for ASMTA.