



# Studio Handbook and Policies

## **Parent Expectations and Responsibilities**

- Support your child in fulfilling his/her responsibilities. Learning a musical instrument is difficult and requires parental encouragement.
- Celebrate progress. Many small steps throughout the year yield big results!
- Provide a distraction-free practice environment and remind your son/daughter of the importance of daily practice.
- Arrive on time or early to all lessons, group classes, and recitals.
- Be financially responsible and pay tuition on time.
- Communicate with the teacher about any questions or concerns you have regarding the student, music, practicing, recitals or lesson content.

## **Student Expectations and Responsibilities**

- Schedule time to practice at least five days a week. Knowledge retention is increased by practicing immediately after lessons and the day following lessons.
- Review your assignment sheet daily and focus your practice time around completing your assignments. Playing is not practicing.
- Come to lessons with a positive attitude and a desire to learn.
- Arrive promptly to your lesson. You reserve the time slot, not the number of minutes.
- Work with the teacher to set short-term and long-term goals.
- Don't be afraid to ask questions.

## **Teacher Expectations and Responsibilities**

- Treat each student with the respect necessary for a flourishing learning environment
- Help each student discover and enjoy a variety of musical styles.
- Guide the student towards an awareness of her/his capabilities.
- Celebrate success at each student's individual rate of learning.
- Help each student develop musical independence through a balanced program of theory, technique, and repertoire.
  - Theory - studying the "grammar" of the language of music.
  - Technique - the physical mechanics of the instrument
  - Repertoire - pieces to be learned from a variety of musical styles that enrich the student's overall music education
- Report the progress of each student to his/her parents, and coordinate efforts to encourage, uplift, and inspire.



### **Attendance**

Tuition is non-refundable and makeup lessons are not scheduled. Parents receive an attendance contract to sign upon enrollment, and students are expected to attend all lessons.

If you are aware in advance of a lesson conflict, you are responsible to trade lesson times with another student. You will also be responsible to notify the teacher of the change in advance. If an absence is unavoidable, one makeup class will be provided each semester, in the place of any missed lessons.

The calendar is available well beforehand so plan ahead in order to avoid absence.

### **Drop-off/Pick-up**

Prompt drop off and pick up are expected.

### **Private Lesson Tuition**

If you have questions about your current tuition rate, please consult the Tuition section of the Kyle McKenna Piano Studio website or ask your teacher.

### **Recitals and Public Performances**

Each student is expected to participate in at least two performances per year. Multiple performance opportunities will be provided. Please see calendar for more specific dates.

Students may also have the opportunity to participate in the following programs and events: Achievement in Music (AIM), Encore, Chapter Competitions, or other competitions.

### **Summer**

All students are expected to enroll in summer lessons (June, July, and August). Students who do not participate in summer lessons risk losing a spot in the studio. However, summer provides a variety of lesson options and prices.

### **Policy Changes**

I reserve the right to update or modify these Studio Policies, at any time and without prior notice, by posting the revised version of these Studio Policies on my website. Your use of the site following any such change constitutes your agreement with all posted Studio Policies updates, and you will be subject to the terms of the revised Studio Policies. You may access the current version of these Studio Policies at any time on my web site.