MANDIGO PIANO AND VOICE STUDIO
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STATEMENT OF POLICY (2021-2022)

SCHEDULING

1. Each student will take a weekly private 30 minute lesson and when possible will be a part of a group which may meet twice each semester – usually Oct., Dec., Feb., Apr. [Covid infection rate may change this]

2. The class groupings will be made according to age and ability level. Classes are considered important because they give each student the chance to perform for others in an informal setting. Also, group theory activities and ear training will be planned for each class. Piano Explorer may be used at classes.

3. The Technology Lab is required for all new students, and available to returning students. It will require another 30 minute period when the student will work independently on the digital keyboard/iPad program or on the computer. Its purpose is to expand the opportunities for learning, which we sometimes can't get done in a 30 minute private lesson. Each student will do some type of scales and also work on pieces with mp3 accompaniment or the iPad at the digital keyboard. Computer experiences will include note names, rhythms, ear training, chords, music history, etc.

FEES

1. The cost of lessons this year is $75.00 **per month**, including the technology lab or $70.00 per month without the tech lab. Payment is due the first lesson of each month, September - May, for that month. Invoices will be e-mailed the first of each month, and will include any music or materials used the previous month, as well as Festival fees, etc. Parents may check balances at any time on my website, by logging in to your account. Once again I am offering a 5% discount to families who would like to pay for a whole year [9 months] by Oct. 15, 2021. Please let me know if you wish to do this, so I can enter the correct amount on your e-mail statement.

2. Prompt payment will be appreciated, since it facilitates bookkeeping.

ABSENCES

1. Due to crowded schedules and limited teaching time, missed lessons become a real problem. If lessons are missed, you may contact me to schedule a make-up lesson, if it is possible in my schedule. Naturally, if you have a valid reason for missing, such as illness or other emergency, that will be taken into consideration. Lack of practice for that week, however, is not considered a valid reason! I will make-up a lesson missed for illness if possible. If you find the need to change a lesson time some week, I ask that you notify me on the website or by phone, text or e-mail. If you know another student you could trade with for that lesson, just let me know. This will save me lots of time on the phone. In some cases, Zoom lessons could be a good substitute for missing a lesson.

2. In the event that the teacher needs to cancel a lesson, either it will be made up, or you will be rebated for that lesson, if the **teacher's** cancellations cause the student to have less than **32** lessons during the year. [Tuition is based on 32 lessons, Sept - May]. Lesson credit will appear on the May tuition statement. Since I don't charge a recital fee, the recital will be counted as a lesson for May tuition.

RECITALS

1. A spring recital will be scheduled each year in late April or early May, in which all students will be expected to perform. Parents, relatives and friends are invited to attend these recitals.

2. Students will also have the opportunity to perform on Lincoln Music Teachers Ass'n. Recitals. These are not required, but are available for those interested.

3. Attending concerts and recitals is also encouraged. These activities often broaden the students' interest in several types of music and motivate them to continue working on their own skills. I will try to notify you of such concerts and recitals as they come to my attention. Also, the newspaper and electronic media are excellent sources of information about them. Students who present a program or ticket for a concert they **attended** will receive a ribbon towards a practice prize.

TO PARENTS

1. It is sincerely requested that parents avoid phoning during lesson hours, as schedules get delayed each time the phone rings.

2. Conversations with parents in person or by phone [call or text] concerning the student' progress are welcome at any other time. Also, if you leave a message on my machine or with my husband, I will return your call as soon as possible. I check e-mail every day, so that is another option for contacting me.

3. Parent visits during lessons are always welcome, if this meets with the student's approval. **Younger students, especially, will be helped to practice correctly if a parent has been present at the lesson.**

4. Individual practice goals will be continued as in the past. Each time a weekly goal is met or exceeded, the student will get a sticker on their chart. After 4 stickers are collected, the student may select a prize from the studio, or receive a ribbon to work toward a larger prize. A parental signature on practice charts is not required, but your supervision is appreciated. If I feel the student is not accurately reporting practice time, I may ask for a parent signature. Older students who consistently learn their music responsibly will not be asked to write down their practice time. A new incentive program for these older students is being developed and will hopefully begin during the first semester.

TO STUDENTS

1. Make the most of your practice time. Set up a **regular practice schedule** and try to maintain it. Regular periods of time are better than longer, irregular ones. It is urged that you practice at least the number of minutes that have been set as a weekly goal for you this year. Get into the habit of writing down your practice time **each day** - this will help you become a more disciplined musician!

2. When questions or problems arise, write them down to bring to the next lesson. Never hesitate to call if the question can be answered by phone.

3. Written theory is a part of your lesson work. We can understand the music we learn much better when we know how it is put together. Remember that the time you spend doing theory **should** be counted as practice minutes for your goal. However, time spent in the technology lab in the studio may not be counted, since that is part of your lesson.