

Sylvia Allen Oman Violin Studio

Studio Policy for 2016-2017



I love teaching and sharing music with you and/or your children, and I feel honored to bring musical education to your family. This Policy is meant to forestall any potential issues that may arise from a lack of communication. If you ever have *any questions* about this policy, please let me know. I am happy to discuss them with you.



Scheduling the Year

While I plan lessons monthly, I divide the year into three “semesters:” *Fall/Winter* (September through January recital), *Winter/Spring* (January after recital through June recital), and *Summer* (after June recital through August). This helps me set goals for each student and for the studio as a whole.

Lessons

Lesson time availability is based on a “First Come, First Serve” basis, but I work to create a schedule that accommodates as many people as possible. If a conflict arises, please contact me to see what other times are available. I will assign each student a lesson length depending on age and level. As a student progresses, I may suggest a change if I feel the student would be better served with more time in the studio each week.

Please bring to each lesson...

- Violin, including the bow and accessories, such as a shoulder rest.
- Sheet music, including Suzuki Book, scale book, etudes, etc.
- A pencil to make notations on your music.
- Practice record or other notebook to write down notes and assignments.
- Payment, if it is the first lesson of the month.

For young students (pre-school through 4th Grade), a parent (or other guardian) must attend the lesson. I will provide a Practice Folder for note taking and home practice. You may also bring your own notebook in which to take more detailed records. Parental involvement is essential as the parent will be the home teacher. In the Suzuki Triangle, the parent, teacher, and child all work together as a team to achieve learning, both in lessons and in daily practice at home.



Group Lessons are an integral part of the Suzuki experience. In a fun, positive, social environment, Group Lessons teach new skills and reinforce what is being learned in Private Lessons and at home. I offer a one-hour “Group” once each month, October through May, for students in preschool through 5th Grade. For adult students, I offer a monthly Duet Hour, usually the same day as the Groups.



Missed Lessons: After making plans for lessons, I expect that each student and/or their parents will prioritize that time as a weekly commitment. On the other hand, I’m not concerned by an occasional absence due to illness, family emergency, etc. If you notify me at least 24 hours in advance, I will not charge for the lesson. I can also arrange a make-up lesson on another day the same week, if there is time in my schedule. A **“No Call, No Show”** is when a student does NOT show up, and they (or their parent) do NOT contact me. **Each student is allowed one of these per semester without penalty.** After this, the student will be charged as if he/she had taken the lesson. If a student misses lessons on a regular basis, with or without notice, we will need to discuss the feasibility of continued violin study.

Fees

Private Lessons = \$40 per hour.

Monthly Group Lesson = \$10 per student per lesson

Payment for each month's lessons is expected at **the beginning of that month**. I can accept payment in cash or by check. The lesson fee is payment for my time as a music education expert. It also covers small items such as Practice Folders, box violins, dowels, practicing rewards, etc. It does NOT cover the cost of an instrument, recorded music, sheet music, and other necessary accessories. However, I am always happy to help you find the best items at the best price.

At-Home Practice

I feel that practicing at least **five days a week** is a minimum to make discernible progress. Listening to the recording of the student's current Suzuki Book is a part of practice, so please have those recordings available. It is often helpful to set aside a regular time and place for practicing. If you are struggling with any aspect of practice, *please ask* me for help!!

Young beginner (Pre-Twinkle through Book 1, under age 10): 10-15 minutes/day

Beginner (Book 1, age 10+): 20-30 minutes/day

Intermediate (Books 2-3): 30-45 minutes/day

Late Intermediate (Books 4-5): 45-90 minutes/day

Advanced (Books 6+): 2+ hours/day

Performances

Studio recitals take place in January and June. For each of these, there is a recital fee (\$15/family) to cover the cost of renting the performance space and to pay the accompanist for his/her time.

 The "January Solo Recital" is an opportunity for students to share music with family and friends and to do so with a piano accompaniment. I will arrange a time when each student can rehearse with the accompanist beforehand.

 The June recital is a "Suzuki Play-In." In the months of April and May, we will focus our attention on reviewing and memorizing pieces. The "Play-In" will be the year's grand finale, where we will play selected repertoire together. Other violin teachers and their students will be invited to join us. In the week leading up to the event, there will be a rehearsal for all who are participating.

 I will make students aware of other performance opportunities outside of my studio (such as MSMTA Festivals and the Ovando Gran Fondo Play-In) as they come up during the course of the year.

 **Summer** Lesson scheduling is flexible, and payment can be made week to week. I encourage students to take advantage of summer music programs. While there are a number of local options, there are also many good camps and institutes farther afield. Feel free to ask me for suggestions. Students who take lessons in the summer months get first choice of Fall Semester lesson times.

"I have read this policy, I understand it, and I agree to abide by the policies set forth within it:"

Parent Signature _____

Student Signature _____

Date _____

Thank you for reading and signing this Policy. I'm looking forward to a great year!