



**Nadia Maree Music Studio
2110 Ironbark Drive
Oxnard, CA 93036**

WELCOME

The following guidelines and policies have been established to ensure a warm, friendly, and professional relationship between us. It is modeled after the policies set forth by the Music Teachers Association of California (MTAC), of which I am a member. It is hoped that you will take your child's piano training seriously and that this policy will help us attain our goals.

My goal is to develop the student's full music potential with individualized instruction by providing performance opportunities, balanced repertoire, progressive technique, music theory and, most importantly, a love of music. I am very focused on student progress, and I want the time we spend together to be positive as well as fun. Please let me know of any concerns or questions you may have throughout the year.

MEMBERSHIP

The studio offers a year-round program—**lessons are not invoiced by the week.** During the year, you are offered scheduled lessons with tech/lab time, occasional group classes, plus numerous performance opportunities. The studio is closed for holidays, professional meetings, adjudications, and flex days. There will be a Parent/Student/Teacher conference and student evaluation during the beginning of the fall semester. Conferences are mandatory and will be held during the lesson period.

Performance opportunities are held throughout the year. This is a very important part of the musical experience and a vital component in the development of a musician. Getting together with other students and learning to perform in varied circumstances helps a student become confident and mature. I expect regular participation from all students. There is no extra charge for the time that I devote to these recitals, rehearsals, soirees, competitions, festivals, etc. I consider the hours invested in these events encompassed by the monthly tuition.

TUITION

The studio operates year-round; therefore, the membership fee is based on yearly tuition. The tuition is payable in twelve equal monthly installments. No partial enrollment is accepted. Tuition is due on the 1st of the month. If tuition is not received by the first scheduled lesson of the month, that lesson will not be given nor credited.

A \$15 early bird discount will be applied for those who choose to remit payment before the 1st of the month.

A \$25.00 fee will be added to all returned checks.

	Early Bird Discounted Rate	Regular Tuition Rate
One Hour Sessions	\$193	\$208
One Hour 15 Minute Sessions	\$225	\$240

Other fees throughout the year:

Annual registration* -- \$35.00

Books* -- periodically

Festivals & Competitions -- fees set forth by the MTAC

Day Camps and other optional studio activities -- varies

*Required fees

When registering for the studio for the first time, first and last months' tuition are due. A student may discontinue lessons at any time for any reason. When a student discontinues lessons, it is required to give one month's notice to the teacher. This month will not be invoiced as it was credited with the first invoice.

It should be clearly understood that although the tuition is paid monthly, it is not calculated by the lesson. Tuition is a studio membership fee.

MAKE-UP POLICY

There are no make-up lessons given. It is not possible to provide make-up lessons due to the full and active studio schedule. Because specific times are set aside for specific students, a student who does not attend a lesson will simply miss the benefit of that lesson. I will then use that time to plan for the student's progress, locate their program materials, etc. Please be assured that your tuition pays for far more than the time spent at the piano with your child. There are no refunds, discounts, or makeups given unless I am unable to teach the promised number of lessons.

ILLNESS: Please be considerate when ill! It is very important that students not attend a lesson when someone in the home is ill so as not to carry the illness to the teacher or other students. Please contact me immediately if there is an illness in the home or has been in the last 72 hours. **I reserve the right to send a student home if they arrive sick.** If students are only mildly ill or if someone in the home is ill, please email me, and we will do a video lesson. I will not work when ill. **I have made the allowances for possible teacher absences by operating on an annual schedule with two flex days.** You will be notified as soon as possible should I need to miss. In the case of an extended teacher absence, a qualified substitute will be provided, or alternate arrangements will be made.

VIDEO LESSONS: If someone in the home has been ill the last 72 hours, please let me know as soon as possible and we will schedule a video lesson via Zoom or other video platform.

LESSON SWAP: In addition, families of students may contact another family to trade their lesson time with another student to help avoid absences. Use these guidelines to make sure swaps go smoothly:

- I must be informed **prior to and after** arranging a swap.
- No make-up lessons will be given if any confusion from this arises.
- 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 swap list.

If these guidelines are not adhered to, the student will not be able to make switches in the future.

Note: A damaged finger, hand, or arm does not necessarily mean a cessation of lessons or practice. There are many things we can concentrate on with an injured hand (including music specifically written for one hand), so plan to continue your music study.

THE STUDIO ENVIRONMENT

You are a welcome guest in the studio, so I ask that you come in without knocking or ringing the doorbell. Please enter quietly and allow time to wash your hands before the instruction begins. Please respect other students' lesson times. Do not interrupt someone else's lesson for any reason. **Parents, if you have a question to ask, please ask at the beginning or during your child's lesson time, not during another student's lesson time.** You are welcome to sit in the piano studio, or in the waiting area/foyer during your student's lesson time. The restroom is also available to you. For liability reasons, please utilize only these areas during lesson times. For other events, the rest of the common areas will be available.

Never assume that the studio is open all day or will stay open earlier or later than the scheduled lesson time. Student door codes will only work during their lesson day and time. Please respect my neighbors by not honking your horn when retrieving your child. Students are asked to stay inside until the pick-up person is visible.

The studio is designed to be a warm and inviting place of instruction. It is reserved for your child during their scheduled lesson time as a time that is positive and beneficial for both them and you.

Feel free to write me at any time about what is happening with your child or to ask questions. I love hearing from you!

IN CONCLUSION

These policies are in accordance with the Music Teachers Association of California. The tuition fees take into consideration all costs and time that is invested to offer a comprehensive and quality studio for musical excellence. There is at minimum as much time spent in planning lessons, recitals, festivals, study, research, scheduling, grading, correspondence, phone calls, bookkeeping, and other studio related work, as in actual lesson time.

Professional music education and individualized piano instruction is my profession, my art, and my business. I wish to live up to the aforementioned policies with the time and financial security to fully devote my energy to the **creative art of sharing music** with my students and their families. I acknowledge my students' and parents' place in a three-way relationship, and pledge to do my best to make music study a rich & growing experience.

POLICY CONFIRMATION

Dear Parent(s),

Please read very carefully the policy of this studio before asking any questions as your questions may be answered therein. After reading over all the information, please return this sheet with your initials and signature. This means that we have an agreement and an understanding of the teaching and business policies in effect, and that this agreement will be valid for one fiscal year.

_____ I have carefully read the Studio Policies.
Initial

_____ I understand that the membership is based on a yearly tuition payable in twelve equal
Initial monthly installments. No partial enrollment is accepted.

_____ I understand that the tuition fee is \$_____, if paid before the 1st of the month and
Initial \$_____ if paid on the 1st or after. A \$25.00 fee will be added to all returned checks.

_____ I understand the reserved lesson time is our personal and fiscal responsibility and there
Initial are no deductions for missed lessons.

_____ Nadia Maree Studio and its instructors are not responsible for any injury, illness, loss,
Initial or damage suffered by any person while at the studio.

_____ I give permission for my child's likeness in video or photo form to be recorded and used
Initial on Social Media platforms (don't worry, we will "tag" you!)

I have read and understand the policies that have been set forth by Nadia Maree Music Studio. I understand that I am committing myself to the terms of this policy, from August 1, 2021 through July 31, 2022.

Parent Signature / Print Students Name

Date

Waiver of Liability and Indemnification

- Parent and student hereby waives, releases, discharges, and covenants not to sue studio, its owners, employees, agents or representatives (“releasees”) from any and all liability, claims, demands, losses, or damages arising out of, or related to, student’s participation in studio on-site or off-site lessons, events, or activities (“programs”), whether based in contract or tort.
- Parent and student agree to indemnify, defend, and hold harmless the releasees from any and all claims, demands, losses, attorney’s fees, costs, liabilities, or damages against the studio arising out of student’s participation in studio programs.

Acknowledgment Release

By signing this and/or registering for Nadia Maree Music Studio, you agree to the terms and conditions of this studio policy as well as any addendums that apply to your student.

Signature _____ Date _____

Printed Name _____