

# 2020 Studio Policies

- When putting together the 2020 schedule, my 2019 students are my first priority. New students will be scheduled according to who fits best with the available buddies and what times they are free for lessons. Anyone who doesn't fit in the schedule will be put onto a waiting list and the registration fee will be returned to you.
- Students must not attend lessons if they are sick and/or contagious, especially if they haven't attended school due to being unwell. Students should also wash their hands before lessons.
- If a student misses a lesson it will be forfeited. If at least 24 hours' notice has been given you may request a reschedule, however it can't be guaranteed that there will be a space available.
- The student's lesson spot is held only during the school terms and the agreed upon time applies for the whole year. I don't teach during school holidays and that is accounted for in the fees. Public holidays are taught only at my discretion. If I'm not teaching on a public holiday, I will provide an alternate day for a reschedule.
- If I have to cancel a lesson myself due to sickness or any other reason, I will provide an alternate day for a rescheduled lesson.
- The student must have consistent access to a suitable piano or weighted keyboard to practice on for at least 5 days a week.
- Students are expected to practice at home regularly and thoughtfully.
- Parents are expected to be active participants by bringing students to their lessons on time with all their books and materials, helping with practice at home, and chatting to me, reading emails, and reading their child's notebook to keep up to date with what's happening.
- The monthly membership fee is due within the first 7 days of every month from February to December – please set this up as an automatic payment through your bank to avoid forgetting.
- If the monthly fee is late, a \$10 late fee will apply.
- As the fee is an instalment of the overall yearly lesson cost, and not a reflection of the lessons and materials received in any given month, the fees remain the same every month regardless of the number of lessons that take place.
- Enrolling in lessons means that you agree for lessons to continue until the end of the year. If you wish to cancel partway through the year there is a cancellation fee of \$100, due at the beginning of the month after your last membership payment.

## 2020 Membership Fee Changes:

- The monthly membership fee for 2020 will be increasing to \$130/month for students in 45-minute buddy lessons, \$110/month for children in 30-minute private lessons, and remaining at \$100/month for adult students in 30-minute private lessons.
- There is a \$35 registration fee due within 14 days of submitting the 2020 Enrolment Form, to hold your place in my schedule and to cover a small part of the work I do in January scheduling and planning for the year.
- Bank account number: 12-3167-0138451-00. Reference: Student's name.

