

# Trombone Studio Policies 2018-2019

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*Parent AND Student: Please initial each section, sign/date at the end and return to the teacher.  
By signing this agreement, you agree to respect and abide by the studio policies.*

## **Studio Information**

1. Lessons are offered in 30-minute, 45-minute, and 60-minute sessions, depending on the student's age/level.
2. Lessons are held at teacher's home: 2521 Goodnight Dr Springville UT 84663
3. Lessons are scheduled back to back, so please be on time.
4. Parents and siblings are welcome to stay and listen during the lesson, or they may choose to drop the student off. Please be prompt in picking them up at the end of their lesson.
5. Members of the Trombone Studio participate in monthly Master Class as well as one Studio Recitals. See "Studio Recitals" below.

## **Schedule & Calendar**

1. Lessons are offered in during the School Year, and during the Summer.
  - a. Fall & Winter (September through May)
  - b. Summer (June through the first two weeks of August)
2. School Year – See attached calendar for dates
  - a. Weekly Private Lessons (32 in all)
  - b. Monthly Master Class (9 in all)
  - c. 1 Studio Recital the first or second Monday in May
3. Summer
  - a. Up to 9-11 weeks of lessons available
  - b. Exact weeks offered will be finalized and announced in April or May.
  - c. No Master Class
4. **The full Studio Calendar is posted on our website [www.utahtrombonelessons.com](http://www.utahtrombonelessons.com) on the Current Students page.**

## **Studio Recitals**

1. All students should plan to participate in the Spring Recital.
2. An accompanist will be provided by the studio and rehearsals with the accompanist will occur in a lesson or two prior to the recital.
3. There will be a Recital Fee associated with each recital in order to cover accompanist, venue, and printing, costs. This year's recital fee is \$60/student/recital.
4. If a student provides their own accompanist (i.e. from Solo & Ensemble) the recital fee will be \$30 for that student.
5. Consult the online Studio Calendar for Recital dates.
6. The Master Class prior to the Recital will serve as our dress rehearsal. It is imperative that all students are present for that Master Class/Dress Rehearsal.

## **Master Class**

1. Master Class is an exciting opportunity for all the members of the studio to come together as a group. Students learn songs as a group to play at upcoming recitals. Students also give peer performances at each Master Class to practice performing. The comradery and motivation that comes from Master Class is invaluable and we have a lot of fun!
2. Master Class is held once a month and is included in your tuition.
3. Refer to the Studio Calendar for each month's Master Class date and time.
4. Each month, students need to come prepared to:
  - a. Perform a solo or etude that they have been working on in lessons.
  - b. Rehearse their Trombone Choir music. (Practice it at home & come prepared)

## Tuition & Fees

### 1. School Year Tuition

- Tuition is due at the first lesson of each month
- Tuition is late if not paid before the second lesson of the month.** Tuition paid at the second lesson of the month will incur a \$10 late fee. To avoid late charges, please deliver or mail payment to the studio address.

School Year Tuition	
	Monthly Payments
30 Minute Lessons	\$130/month
45 Minute Lessons	\$160/month
60 Minute Lessons	\$180/month

### 2. Summer Term Tuition is more flexible in order suit each family's busy summer schedules

- 9 to 11 weeks of lessons are available. (The schedule will be finalized in April or May)
- Register for as many individual weeks of lessons as possible
- Discounts available for those who commit to a summer schedule and pay tuition up front by the first lesson in June
- ANY lessons are better than no lessons at all through the summer. Please plan to register for as many weeks of the summer as possible in order maintain progress that was made during the school year, even if that means you come 2 or 3 times. Any lessons are better than no lessons!

Summer Term Tuition Discount Brackets			
Number of Lessons	30 min Lessons	45 min Lessons	60 min Lessons
7, or more	10% off \$30/lesson	10% off \$40/lesson	10% off \$50/lesson
4, 5, or 6	5% off \$30/lesson	5% off \$40/lesson	5% off \$50/lesson

- Missed lessons will not be refunded or prorated in case of absence. Your tuition reserves your time slot in the teacher's schedule. However, a makeup lessons may be available with enough notice. See Missed Lessons policy below.
- One Time Lesson rates may be more appropriate for students that can only take occasional lessons due to busy schedules or tight finances. The following rates would apply per lesson
  - 30 min lesson, \$30
  - 45 min lesson \$40
  - 60 min lesson, \$50
- Studio Recital Fees
  - In order to cover recital costs including venue rental, accompanist fees, program printing etc., there is a recital fee associated with each Studio Recital
  - This year's studio recital fee is \$60/student
  - The Studio Recital fee may be paid with May's tuition
- Changes to Studio Tuition and Fees: The Studio reserves the right to adjust tuition and fees at any time, however, major changes will generally occur at the beginning of each new academic year (September 1<sup>st</sup>).

## Practice Expectations

- Students are expected to **practice 5 days a week**, for the same amount of time as their lessons.
  - Students taking 30-minute lessons are expected to practice 30 minutes a day

- b. Students taking 45-minute lessons are expected to practice 45 minutes a day
  - c. Students taking 60-minute lessons are expected to practice 60 minutes a day
2. For maximum improvement, students should refer to their Lesson Notebook each time they practice for reminders of what was talked about in lessons.
3. Students are required to record their practice time in their Lesson Notebook each day.
  - a. If they do not have it filled out when they come to lessons, the first 5-10 minutes of valuable lesson time will be spent filling out their practice log.
  - b. Please record practice time throughout the week, not in lessons.

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## Materials & Supplies

1. Each student will be given a spiral notebook. This will be used to record practice assignments for next week, as well as specific suggestions and reminders to aid their effective practice time. Refer to it often.
2. All students MUST own and keep with them acceptable slide oil and a small spray bottle of water.
  - a. **Slide O Mix with the black bottle lid** can be purchased on Amazon or at any local music store.
  - b. A **small spray bottle** for water may be purchased on amazon (search trombone spray bottle) or just in the travel toiletries section at the store. It must be clean and never previously used for anything other than water.
3. Method books, slide oil, spray bottles, and cleaning kits, and metronomes may be recommended from time to time. Please be prepared to procure these materials.

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## Instrument & Maintenance

1. Students are expected to keep their slide in smooth gliding condition at all times. Please care for your slide before coming to each lesson.
2. If the slide is in need of repair, please address the issue promptly. Summerhays & Bert Murdock in Orem both have good repairmen. There is also instrument repair available through Boothe Brothers Music in Spanish Fork.
3. If you are looking for a new instrument, the instructor is happy to assist in that process.

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## Missed Lessons

1. The studio schedule is established at the beginning of each semester. If you are unable to attend your assigned lesson spot for any reason, there will be no refunds or prorated tuition. Your tuition reserves your lesson time in the teacher's schedule.
2. The one way a student may have a makeup lesson is if there is another vacancy in the teaching schedule within 30 days of the missed lesson.
3. You may inquire from the teacher about any vacancies available to be used for a makeup lesson.
4. Please give as much advanced notice as possible for any lessons that will be missed. Whether it be for a planned vacation or a sudden illness, your notifying the studio as soon as possible will open that spot up to accommodate another's use of that lesson time. Your consideration is much appreciated.
5. Summer Months
  - a. Lessons will continue to be offered each week throughout the summer.
  - b. You may determine how many of those weeks you are available for lessons and we will work out payment and scheduling in advance and stick to that plan.

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## Discontinuing Lessons

1. All students stop taking lesson at some point. Ideally, this decision is made thoughtfully with plenty of discussion between the teacher, parent, and student so that lessons can end on a positive note.
2. Please provide one month's notice prior to discontinuing lesson.
3. **In the case of a student with an excess amount of absences, unprepared lessons, or if they show a lack of interest or difficult attitude, they may be asked to discontinue lessons.** This will only be done with advanced notice and much discussion between teacher and student and parents.

# Liability Agreement

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I hereby release Danielle Dinkelman, owner of Clarity Music Studios and her spouse or representatives from all liability from personal injury, illness, property loss, or damages resulting directly or indirectly from studio activities.

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Signature (Parent if student is under the age of 18)

Date

# Publicity Release (optional)

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I agree to allow Clarity Music Studios to take photographs/ video or audio recordings as well as quoted statements of me or my child for educational and/or promotional use without compensation.

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Signature (Parent if student is under the age of 18)

Date