



*"Art washes away from the soul the dust of everyday life."
~ Pablo Picasso*

Limelight Performing Arts Studio Policy Agreement

It is my great privilege and pleasure to teach music in the hopes that it will *"wash away the dust of everyday life"* for others as it has done for me. The result of the bond between student and teacher can last a lifetime. There are things each of us must do to ensure that those results are positive and beneficial. Please read the following policies and expectations with the understanding that they are in place to ensure a quality learning experience for students, parents and teacher.

WHAT YOU CAN EXPECT

Limelight Studios will endeavor to provide quality instruction tailored to the individual needs of each of its students. In addition, you can expect us to:

- Be prepared for all lessons and available at the scheduled lesson time.
- Have the ability and training to teach all materials.
- Have a positive and encouraging attitude.
- Communicate clearly with students and parents.
- Create individualized lesson plans for each student.
- Track student progress and share results with parents.
- Endeavor to provide opportunities for performing outside of lesson time.

WHAT IS EXPECTED OF LIMELIGHT STUDENTS

Students of Limelight Studios are excited to learn about music in the genre of their choosing. Although not everyone is destined to be a classical pianist or vocalist, it does take discipline to grow skill. With that in mind, we expect each student to:

- Be prepared for all lessons and available at the scheduled lesson time.
- Bring all music books and other assigned materials to each lesson.
- Practice on their own time between lessons.
- Promptly communicate any concerns with the teacher.
- Participate in the Spring Recital.
- Come with an attitude to learn and have fun!

WHAT IS EXPECT OF LIMELIGHT PARENTS

Students often have the desire to learn but not always the discipline. Parents can help their children be their best by doing the following:

- Show up for each lesson a few minutes before scheduled to allow time for technology adjustments if the lesson is online or to wash hands and get a drink if the lesson is in person.
- Help your child set aside consistent practice times between lessons to ensure their success. Lack of practice results in lack of progress. This will inevitably cause frustration and disappointment and most likely result in a growing desire to quit.
- Pay lesson fees at the first lesson of each month.
- Provide a working instrument at home.
- Provide a suitable space for online lessons at home, if applicable.
- Promptly communicate any concerns with the teacher.



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SPRING RECITAL POLICY

*** All Limelight Performing Arts students are REQUIRED to perform in the recital.**

Limelight Performing Arts holds a Spring Recital as a showcase of what the students have achieved throughout the year. This event is also a thank you to parents for their support of the studio and as such there is no charge for the recital.

The recital is a unique learning experience and takes many months of preparation by the students and teacher. Practice during the week of recital will take place at the recital location on a specified day and time and will be in lieu of regularly scheduled lessons throughout that week.

Vocal students must pay for an accompanist for the recital and any rehearsal time outside of lessons.

LESSON SCHEDULES

All regular schedules are for weekly lessons in 30, 45 or 60 minute sessions. The length of the session is determined on an individual basis depending on the age and ability level of each student. Lessons are arranged for a specific day and time for the entire school year starting in early September and ending in mid-June.

Coaching sessions for auditions or special event preparation are arranged around regular lesson schedules.

Summer Sessions are available on a flexible customized schedule at a special rate.

STATEMENTS, FEES AND PAYMENTS

A flat fee is charged each month based on the 10-month span from the beginning of school in September through the end of school in mid-June. On average, there are four lessons per month, however, some months there may be five lessons and some three depending on holidays. This variance is taken into account while calculating the flat monthly fee.

A statement will be emailed to you at the beginning of each month. Monthly lesson fees are due by the first lesson of each month. A \$15.00 late fee will be assessed for any payment received after the first lesson of each month. Returned check fees will be assessed at the current bank fee rate. If you prefer a method other than email to receive your statement, please notify me and we will be happy to accommodate your request.



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CANCELLATIONS, MISSED LESSONS AND MAKE-UP POLICY

Your monthly fee reserves a specific lesson time each week for you and you alone. It's understandable that the occasional need will arise to cancel a lesson and a Make-up credit will be issued for qualified cancellations. A lesson qualifies as a cancellation if notice is received via email, text or phone 24 hours or more prior to the scheduled lesson.

During every two-month period, one Makeup Credit will be issued for a qualifying missed lesson. Students may use their Makeup Credit on designated makeup days and times. Scheduling of a makeup lesson is made available through the Student Portal login on a first-come-first-served basis. It is the sole responsibility of the parent to sign up for makeup lessons. Makeup Credits expire after each two-month period. Please call or email if instructions are necessary.

Lessons missed without notification or cancelled less than 24 hours before the reserved lesson time will not qualify for a Make-up credit, nor will there be reimbursement. Same day cancellations due to illness or family emergency will qualify for Make-up credits if received prior to 8:00 a.m. the day of the lesson. In the event that the teacher needs to cancel a lesson, every effort will be made to reschedule at the convenience of the student.

PROBATION AND LESSON TERMINATION

Occasionally, a student may find that music lessons are not a benefit to their life or lifestyle. If you wish to terminate lessons, a 2-week written notice is required and all fees and payments are due at the final lesson.

On rare occasions, Limelight Studios may find it necessary to place a student on probation due to a consistent lack of any of the following:

- materials missing at lessons
- serious intent to learn
- parental support
- attendance
- payment

A notice of probation will be given and an individualized practice program discussed with parents to get the student back on track. If improvement is not shown in a reasonable time, lessons may be terminated at the teacher's discretion and all fees and payments will be due in full.

Thank you for your attention to the Studio Policy. If you have questions about any portion of what you have read please contact us by phone or email at:

Limelight Performing Arts Studio
limelightpa@gmail.com
541-993-9977

Please sign and return the following page prior to your first lesson.



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For the 2020 - 2021 Season

After reading the 2020 - 2021 Studio Policy and discussing it with your child,
please sign and return this page prior to the first lesson.

Thank you and we look forward to learning through music together!

We, the undersigned, have read and agree to abide by the Limelight Performing Arts Studio Policy Agreement for the 2020 - 2021 music season.

Print Student Name: _____

Student Signature: _____ Date: _____

Print Parent Name: _____

Parent Signature: _____ Date: _____