

**Red Fiddler Music Studios**  
**Traditional Violin, Viola, Voice,**  
**Piano, Percussion**

**STUDIO POLICY**  
2018 - 2019

**\*\*\*PLEASE NOTE: Traditional String lessons are only offered to students 6<sup>th</sup> grade and above, upon recommendation from your RFMS Instructor. Younger students will be enrolled in the RFMS Suzuki Program for best results. \*\*\***

**SARAH YINGST**  
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**\*\*\*Please Read Carefully as Some Rules and Expectations Have Changed. \*\*\***

STUDENT NAME: \_\_\_\_\_

\*\*\*\* The following are the Terms of Agreement between Red Fiddler Music Studios (hereafter referred to as “RFMS”) and the Student Party (including the student and parent/guardian)\*\*\*\*

## I. RULES AND REGULATIONS

### A. Payments

- a. Please pay your lesson fees by the 1<sup>st</sup> lesson of each month. This will involve planning ahead. There are no refunds. If other payment arrangements need to be made, please contact your teacher directly.
- b. Lesson fees are \$25 per 30 minute lesson and \$50 per 60 minute lesson.
- c. RFMS reserves the right to increase prices from year to year to reflect rising costs.

### B. Late Fee Policy

- a. There will be one (2) “grace” weeks given to each student per semester for missed lesson payments. In this case, the student can bring their payment to me the next week. They may be used whenever requested. If a student does not choose to use the grace week or has already used up their grace week, there will be a \$25 late fee imposed. If payment is still not made within 15 days of the due date, lessons will be suspended until the full payment is made.

### C. Accepted Methods of Payment

- a. RFMS accepts cash, personal checks (made out to “Red Fiddler Music Studios”), or preferred credit/debit cards through PayPal—using your *My Music Staff* account. (See Section I for more information about *My Music Staff*).
- b. **Returned Checks Policy** – The first and second time a check should bounce, RFMS requires the responsible party (aka, “parent/guardian”) to pay RFMS the amount originally owed, plus a \$25 insufficient funds fee with cash no later than 48 hours after the responsible party is alerted of the bounce. Additionally, RFMS will no longer accept checks from the responsible party if a second check should bounce.

### D. Termination Policy

- a. RFMS reserves the right to terminate lessons with a student, at any time, without providing a reason.

### E. Discontinuing Lessons

- a. If a student decides to discontinue lessons, RFMS needs **at least thirty (30) days** notice. After discontinuing lessons, the student is no longer required to continue paying for lessons for the remainder of the term. Any payment that occurred before the discontinuation of lessons will not be refunded.

### F. Absences/Make Up Policy

- a. Let your teacher know as soon as possible if you must miss a lesson. **There are no make-up lessons for student absences of any kind. Please do not ask for a make-up.** There are no refunds for missed lessons. If your teacher must miss a lesson, it will be rescheduled.
- b. If a student is unable to attend lessons for **any reason** this is to be communicated ASAP to your teacher by the parents/guardians.

- c. If this is not communicated, students will be charged for the teacher's time.
- d. Please notify your teacher of any missed lessons by one of two methods of approved communication: Text or Email ([sarah@redfiddler.com](mailto:sarah@redfiddler.com)).
- e. All communications should be submitted at least 24 hours in advance. If that is not possible, please contact your teacher as soon as you know of an absence. This is to ensure that the open time slot is used as efficiently as possible and their time is not wasted.
- f. Each student will be allotted two free absences per semester for any reason (as long as the teacher has been notified of the absence). After that, all absences must still be paid for to reserve the student's spot in the teacher's studio. Again, this only applies to absences that the teacher has been notified of. Any absence that your teacher is NOT notified of will result in a lesson charge.
- g. Please do not bring a sick child to a lesson or arrive ill yourself. If your child is too sick for school, they are too sick to have a lesson. This also includes any excessive cold or allergy symptoms. RFMS is at liberty to dismiss a student deemed too sick to have a productive lesson without a refund.
- h. **Calendar** – RFMS organizes its calendar in three terms. These are Fall, Spring, and Summer Terms. Signing up for traditional lessons is a full year commitment (in contrast, Suzuki lessons are only offered in the Fall and Spring Semesters). Each Semester will feature its own calendar with recital dates and breaks in accordance with school breaks, holidays, and/or professional development opportunities. These lists of dates will be posted in My Music Staff at the beginning of each semester. Please be sure to update your calendar accordingly at the beginning of each semester. Certain holidays/breaks will be observed every year. These days will be listed at the end of the lesson policy. New lesson policies will be distributed for the year at the beginning of the Fall Semester.

#### **G. Punctuality**

- a. Please be prompt and ready for your lesson each week. Questions about scheduling or anything not relating to new material presented in the day's lesson should be addressed at the beginning of the lesson, as the next student's lesson must start on time.
- b. If you are late to your lesson, your instructor cannot extend your lesson time, as each lesson must start on time.
- c. If you, and/or your child will be late to the lesson, please call or text your teacher to let them know what time you anticipate your arrival.

#### **H. Lesson Location**

- a. All lessons will take place at Red Fiddler Music Studios. Lessons are not offered at student's homes.

#### **I. My Music Staff**

- a. Each student/parent is required to have a *My Music Staff* account. You can login to this account through the login link sent by your teacher and through [www.redfiddler.com](http://www.redfiddler.com). *My Music Staff* is a magnificent tool that includes a calendar, a practice log, invoicing and much more! You can even pay your lesson fees through your *My Music Staff* account! If you

have questions or concerns about the program or invoicing, please do not hesitate to ask.

- b. Communication with your instructor** – At RFMS, your instructor welcomes open communication! Please do not hesitate to contact your teacher for any reason. However, to respect the time of your teacher, please be aware that teachers will be observing set office hours in their communications with you. Teachers will be answering phone calls, emails, and texts between the hours of 9am and 9pm, Monday through Friday as their schedules allow (Teachers will probably not answer you if they are teaching a lesson, or at a performance, etc.). If you leave a message and your teacher is not able to contact you back by the end of the day, please expect a reply on the next RFMS business day. The exceptions to these rules are breaks, emergencies (including unexpected sick days), and weather conditions.

## II. Expectations

### A. Lesson Rules

- a. All students are expected to attend ALL lessons with ALL materials.
- b. If a student is not prepared with all materials, their teacher is at liberty to dismiss them for the day. Parents will still be charged if a student does not have a lesson because they are not prepared.
- c. Work hard. Your teacher's assignments are not mere suggestions; **they need to be carried out fully** in order for your teacher to help you do your best and be successful.
- d. Students will keep their nails trimmed.
- e. Students will not chew gum during their lessons.
- f. If siblings must attend lessons, they should not be a distraction to the student. Therefore, they are encouraged to bring a book, homework, quiet toys, or be able to sit and watch quietly. If the teacher feels that siblings or guests are distracting, they reserve the right to end the lesson without a refund or make-up lesson.

### B. Parent Requirements

- a. Please remember that you are signing your child up for this activity. It is just as important as any other activity they participate in and should be given an equal amount of time and dedication in order for students to make progress and be successful.
- b. E-mail or text messaging are the best ways to contact your teacher. Please e-mail your teacher to inquire about sensitive issues rather than discuss them in front of your child. These include questions regarding your child's progress or insights into your child's skill development. These issues are not appropriate to discuss in front of your child, and should be addressed in a private conversation with your teacher.
- c. Open communication between the parents and teacher is essential. If you feel something is going well, please share those ideas with the teacher in the lesson, over email, or text message. Conversely, if something is not working well, please communicate with the teacher in a private conversation to find solutions that will help. There are no refunds upon

studio withdrawal.

- d. Please set all electronic devices to silent and put them away during your student’s lesson, with the exception of using phones to create practice videos at the appropriate time. Texting, using social media, or receiving phone calls during lessons distract your child and minimize the lesson’s impact.

**C. Student Requirements**

**a. Listening**

- i. Put LISTENING and PRACTICE on the top of your priority list. These are key to success in music.

**b. Required Materials**

- i. Instrument (including violin, bow, and shoulder rest or sponge).
- ii. Books / Music Packets / Sheet Music
- iii. Rosin
- iv. Cleaning Cloth
- v. Notebook for lesson Notes
- vi. Pencil

**c. Recitals**

- i. Students will be expected to participate in recitals in the Spring and Fall Semesters. These dates are listed below. A \$20 Recital fee will be collected during the month before each recital to help cover recital costs.

**Break/No Lesson Dates**

\*\*\*Please note that all dates are subject to change. Any changes will be communicated to you as soon as possible.\*\*\*

<b>Break</b>	<b>Dates</b>
<b>Labor Day</b>	<b>September 3, 2018</b>
<b>Fall Break</b>	<b>October 11-18, 2018</b>
<b>Thanksgiving</b>	<b>November 21-23, 2018</b>
<b>Miss Sarah Out –NO LESSONS</b>	<b>December 18, 2018</b>
<b>Winter Break</b>	<b>December 21, 2018- January 2, 2019</b>
<b>Miss Sarah Out – NO LESSONS</b>	<b>February 21, 2019</b>
<b>Spring Break</b>	<b>March, 25 – 29, 2019</b>
<b>Miss Sarah Out – NO LESSONS</b>	<b>April 3-4, 2019</b>

**Recital Dates**

<b>DATE</b>	<b>TYPE</b>	<b>LOCATION</b>
<b>12/14/18, time TBA</b>	<b>Solo Recital</b>	<b>TBA</b>
<b>5/18/18, time TBA</b>	<b>Solo Recital</b>	<b>TBA</b>

### **III. Authorization**

By signing below, I agree to abide by all rules, regulations, requirements, and policies as stated in the above Red Fiddler Music Studios Lessons Policy.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_/\_\_/\_\_

## Media & Publishing Consent Form

The Red Fiddler Music Studios Lesson Program incorporates the use of photography and video as a teaching tool in lessons, to demonstrate proper positioning and movement with each student. It can be very beneficial for a student to look at a photograph or video of himself or herself, in order to see and hear a skill that is working well.

Parental consent is required to use photography and/or video in lessons.

- It is OK to use photography and video as teaching tools in the lesson.
- It is NOT OK to use photography and video as teaching tools in the lesson.
- Other: \_\_\_\_\_

The Red Fiddler Music Studios Lesson Program uses photography and video of students for online marketing on their website, Facebook page, and Instagram page.

Parental consent is required to use photography and/or video of students online. This can include, but is not limited to: a photo or video of a student in a lesson, a photo or video of a group of students, and a photo or video of a solo or group recital.

- It is OK to publish photography and video of my child online.
- It is OK to publish photography and video of my child online, but only in a group setting.
- It is NOT OK to publish photography and video of my child online.
- Other: \_\_\_\_\_

Parents are invited to follow the studio Facebook page and Instagram page for updates. Also, parents are encouraged to share photos or videos of their students in lessons or recitals on social media and tag our studio page.

Facebook: <https://www.facebook.com/redfiddlermusicstudios>

Instagram: @redfiddlermusicstudios

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_