

Magpie Music Studio

Information + Policies - 2021-2022



MY RESPONSIBILITIES

I will teach you/your child the language of music. I teach music with this single purpose: so that students will be able to freely express that which they cannot say and for which they have no words. My studio is a positive, enthusiastic, and accepting environment. I will tailor the curriculum to match your child's specific learning needs and/or style.

STUDENT/PARENT RESPONSIBILITIES

Students should arrive on time to their lessons and be well prepared. The daily home practice should reflect the length of the lesson. If a student has a 45-minute weekly lesson, it is expected that he/she/they practice 45 minutes daily at home. Parents should not expect their young children to practice on their own, but rather gently encourage them by sitting with them daily in their practice space and working with them for 5-10 minutes at a time if necessary.

Remember: The quality of practice time is more important than the quantity of practice time.

Parents are highly encouraged to quietly watch and take notes (no computer, no phone, no typing) during their children's private lessons. Parents' presence during private lessons has a considerable impact on young children's success and enthusiasm over time. If you are unable to attend the lesson on a weekly basis, I require parents to be present at least once a month to observe so that they know what to do at home.

STUDIO ENROLLMENT

Students are expected to enroll for the entire fall (September - December) and/or spring (January - May) semesters. For details regarding summer (June - August) enrollment requirements, see Summer section. *While enrolled, all parties agree to the policies and procedures stated below.*

TUITION

Tuition covers not only the actual lesson time spent with the student, but time preparing for each student as well.

This includes

- An individualized plan for each student's course of study
- Development of teaching materials, often including pieces composed or adapted specifically for your child
- Training and experience
- Recital preparation and repertoire planning
- Professional organization memberships, such as ASTA
- Continuing education
- Music lending library

RATES

Tuition reserves the student's weekly time slot in my studio schedule throughout the year and is required regardless of attendance.

Rates vary depending on duration and location. The student's age, experience, and musical goals will determine the lesson duration. Lessons will take place in-person at Magpie Music Studio in Loveland or Boomer Music in Fort Collins or virtually via Google Meet. **See COVID-19 policies and practices below.**

30 minute lesson in-studio or online.....\$35.00

30 minute lesson at Boomer Music\$40.00

45 minute lesson in-studio or online \$45.00

45 minute lesson at Boomer Music\$50.00

60 minute lesson in-studio or online\$55.00

60 minute lesson at Boomer Music\$60.00

These prices are subject to change.

Financial aid + sibling discounts available.

Tuition is calculated by multiplying the lesson rate by the number of lessons for each month. Additional lessons are allowed based on the teacher's availability.

A schedule will be made available at the beginning of each semester; this includes specific dates when no lessons will take place due to my performance schedule, holidays, etc. Any changes made to this schedule will be communicated via email as well as either phone/text or in-person.

COVID-19 POLICIES and PRACTICES

In-person lessons will resume June 1, 2021. In order to participate in in-person lessons you must agree to and sign a waiver releasing the owner and instructor (including their family members) of Magpie Music Studio from any liability regarding the COVID-19 virus and its variants. While in the home studio and Boomer Music lesson room you must wear a mask at all times. Students are also expected to wash their hands at the beginning of each lesson.

OTHER EXPENSES

Semester Materials Fee: A materials fee of \$25.00 per student will be added to the first invoice of each Fall and Spring semester. This fee covers literature books, sheet music and method books, theory materials (including software and multimedia), printing costs, practice incentives, recital expenses, festival and event preparation, and administrative costs.

Students enrolling mid-semester will pay a prorated rate calculated by the percentage of months left in the semester. For example, students enrolling in October will pay 75% of the original fee (¾ months remaining for fall); students enrolling in February will pay 80% of the original (⅘ months left for spring), etc.

Music: The cost of music is not included in tuition fees; it is your responsibility to obtain the necessary materials. Materials can be purchased locally at Boomer Music Company (3761 S Mason St. Fort Collins, CO). Online resources include Southwest Music Company, Shar Music, and Sheet Music Plus.

Accompanying Fees: A fee (varying, depending on performer/accompanist) will be charged to hire a pianist to accompany any instrumental/vocal solo or concerto for recitals, adjudicated festivals, or contests.

Events: Events are chosen for students on an individual basis each year. Entry fees for events usually range between \$20- \$45.

PAYMENT

Tuition is payable monthly. Invoices are prepared and sent by the 20th day of the month; **payment is due the 25th of the previous month.** For example, tuition for September will be invoiced on August 20th and payment is due on August 25th.

If it is more convenient for you to pay tuition several months or a semester at a time, please let me know and I'll prepare an invoice. A 10% discount will be applied to bundle payments of three or more months.

Payment may be made by check, cash, or person-to-person payment via your bank, Zelle, or Google Pay (send payment to *Chealsea Allen* or cviolab@gmail.com), Venmo (@chealseaallen), or PayPal ([paypal.me/chealseaallen](https://www.paypal.me/chealseaallen)).

There is a \$20.00 fee for all returned checks. If payment is not received on the due date (the 25th day of the previous month), a \$10.00 late fee will be added to outstanding invoices.

MISSED LESSONS and CANCELLATIONS

Thirty days notice is required for cancellations due to vacation, etc. If adequate notice is given you will not be charged for the missed/cancelled lesson(s).

Any lessons that I cancel will either be offered one make-up lesson based on my availability *or* a payment credit will appear on the next tuition invoice.

No payment credit or make-up lesson will be provided for students who miss lessons for any reason.

When a spot is reserved for the semester, parents and students agree that this represents a mutual commitment as the spot is reserved for them only each week. Dance and sport classes do not offer reimbursement if you do not attend the rehearsal or sport game - music lessons are no different.

There are no makeup lessons if a student misses a lesson for any reason (including illness, vacation, sports, weather, etc.). I will use that time to plan for the student's progress, location of material, etc. Students who are ill or miss school on the lesson day, should not attend the lesson.

Here are a few alternatives for students who do not want to lose their lesson time

- Have a lesson via Google Meet or send a video for feedback. These lessons will take place during the scheduled time. You/your student may also submit a video of them playing the prepared repertoire and I will send a video response with feedback.
- Give your lesson time to a sibling, friend, or a parent.
- Use this time to talk on the phone about your child's progress.

Please understand that your tuition reserves an exclusive weekly time in my schedule for the student and, unlike many other service professionals, I cannot resell that time nor can I create extra teaching time in which to give lessons.

In the event of inclement weather, Google Meet lessons will be provided at the scheduled time. Should you choose to decline a video lesson it will be treated as a missed lesson and no credit or refunds will be given.

SUMMER LESSONS

During the summer months, a regular practice schedule should be maintained so the student does not regress. In order to retain their place in the fall, students must take a minimum of 6 lessons over the

summer months (June, July, and August). Lesson times are scheduled at the beginning of the summer. To accommodate ever-changing summer schedules, summer lessons may be cancelled or rescheduled with 48 hours notice.

DISMISSAL

Students may be dismissed for any of the following reasons

- Repeated failure to attend lessons
- Repeated failure to prepare for lessons
- Behavior or attitude problems from the student or parent(s)
- Nonpayment of tuition or other expense(s)

WITHDRAWAL

Students wishing to withdraw from lessons may give 30 days notice and/or pay the balance and withdraw. This final balance shall be equal to the number of lessons scheduled over a 30 day period from formal notice.

In the case of temporary withdrawal or suspension of lessons, 30 days notice is required. Should the student opt to immediately withdraw from lessons the remaining balance shall be paid, as indicated above. A portion of this final balance payment will be applied to future lessons if the student resumes lessons within the same semester.

By withdrawing from lessons you relinquish your designated lesson time and enrollment. Future enrollment is subject to studio space and availability.

PHOTO and VIDEO RELEASE FORM

During lessons, it can be helpful for the student to see or hear how they are playing. In order to provide this feedback I may use audio or video recording, or take photos. These videos and/or photos may be used for educational purposes, including on my website. If you do not want your child's image(s) to be used, please let me know. In general, students love to see their pictures and videos on the site. Often, they find it motivating and exciting to think that others want to know what they are learning. Students will be identified by first name only.

These policies are subject to change. Any alterations will be announced via email, as well as phone/text or in-person.

By enrolling and paying tuition for myself and/or my child in Magpie Music Studio, I certify that I understand and agree to the studio policies and procedures for the 2021-2022 academic year.