



*Growing a community through music*

## Studio Policies

***Effective August 2022 - July 2023***

### **Our philosophy:**

Red Oak Music believes everyone deserves access to quality music education. Providing students more than just music lessons, we work to move beyond the school classroom by integrating, understanding and applying educational techniques within the fun, creativity of music-making. Red Oak Music gives students a unique educational and extra-curricular experience that encourages exceptional growth as learners, individuals, and active members of our community.

### **What to expect from Red Oak Music:**

- A fun, safe, and welcoming environment for students to pursue, create, and express themselves musically.
- Regular communication regarding students' progress including grades, practice habits, performances, improvement, etc.
- Goal achievements based on students' age and proficiency.
- Educational support on research practices, presentation skills, public speaking, leadership, teamwork and collaborative principles.
- Opportunities to participate in national MTNA and local and state TMTA workshops, conferences, competitions, and festivals as desired by students and their families.
- Resources that enhance the music-learning experience include Kodaly and Orff music education techniques, device applications (Piano Maestro, Note Rush), educational videos, and various supplemental tools.
- Creative incentive programs.

### **What to expect as students/parents:**

- **PRACTICE:** Weekly practice is **mandatory**. A minimum expectation based on the student's maturity level will be agreed upon between the teacher, student, and parents. Skills cannot be learned without consistent practice. Every effort will be made to ensure students' progress and success. Should students neglect to uphold their practice commitments, arrangements will be made to adjust, recommit, or end lessons with Red Oak Music.
- **PUNCTUALITY:** Students are to arrive on-time with all materials. Failure to bring materials will hinder progression and result in repeating the previous week's lesson. Lessons that begin late will end on time unless prior arrangements have been made. Students who are dropped off are to be picked up on time.
- **HEALTH:** Any student suffering from illness will refrain from attending lessons on-site in order

to preserve the health of all persons involved with Red Oak Music and their respective families. Illness includes fever, colds, persistent coughing, digestive issues, skin conditions or anything considered contagious. Arrangements for virtual/online lessons are always available regardless of health status. **For makeup policy, see ATTENDANCE below.**

- COMMUNICATION: Parents or responsible parties will submit appropriate contact information with at least email address and phone number.
- OBSERVATION: Parents are welcome to observe. Please let us know if you would like to attend your students' class. Please refrain from bringing siblings when possible.

**Tuition:**

Tuition is paid monthly and guarantees your lesson time.

Fee Schedule:

	<b>30 minutes</b>	<b>60 minutes</b>	<b>Registration*</b>
<b>Private</b>	130	260	75*
<b>Group</b>	–	120	75*
<b>Explorers</b>	–	100	25 twice per year*
<b>KidzRock</b>	–	100	50*

- Due the first lesson of the month.
- **A late fee of \$10 will be added to each invoice on the 8<sup>th</sup> of each month past due.**
- Online payments through MMS/Stripe are preferred. Red Oak Music also accepts cash and check (\$50 fee if returned).
- Invoices are automatically emailed monthly; hard copies can be provided upon request.
- **Tuition balance carried forward for 2 months will result in loss of enrollment.**
- **Tuition is the same every month, regardless of how many weeks are in the month; tuition reserves your scheduled class time and is not contingent on your attendance.**
- Financial assistance is available through scholarships or the Music Link Foundation. Contact Red Oak Music for more information.

**\*Registration fee:**

For private and/or group classes yearly registration fee of \$75 is due the first lesson of September, or upon enrollment for new students. This fee helps cover the costs of purchasing and printing music, books, performances, etc. Registration fee for Explorers program is \$25, billed twice per year to cover materials and equipment. Some students may be ready to progress to regular lessons in 6 months.

Registration fee for KidzRock program is \$75 to cover equipment and performances.

### **Student Portal:**

Red Oak Music utilizes the My Music Staff (MMS) Student Portal for families to access the studio calendar for scheduling, rescheduling, tracking upcoming events, access to digital content, and making payments. Upon registration, families will be directed via email to set up login credentials on the MMS Student Portal. There is no app but you can save the web page to your home screen on your mobile device for quick access.

### **Assignment Management:**

For students who have access to a mobile device, their assignments will be kept current by instructors via the Tonara app. If students do not have access to a mobile device, assignments can be printed for them to keep in their binder or folder. It is the student's responsibility to know what to practice between assignments by either consulting Tonara or their assignment sheet.

### **Attendance:**

To ensure your student's success and improvement, consistent attendance is imperative. Please understand that we also have family, school, other work and obligations to uphold. Out of respect for everyone's time, please make every effort to be on time and provide ample notification of any absence that cannot be avoided.

- Please utilize the My Music Staff Student Portal to handle rescheduling when needed. Contact Red Oak Music if assistance is needed.
- School closures due to emergencies, both weather and non-weather related, can affect Red Oak Music operating hours. If schools are canceled please contact Red Oak Music to confirm operating hours.
- **Make-up lessons are NOT guaranteed. Monthly tuition guarantees your student will have their time reserved for them; we cannot fill that time slot as it is yours. In the event of absences, virtual lessons or videos will be provided for the missed content. Make-up lessons are only offered when we can accommodate them.**
- In the event that I must cancel, I will make every effort to let you know as soon as possible and will work with you to make up the lesson. If a make-up is not possible, Red Oak Music will credit your account the following month.

**Media Release:** I agree to allow Red Oak Music to use photos, videos, and/or recordings from my student's lessons and performances for community engagement and advertising/marketing:

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Parent Signature

\*I have read and understand the above policies and agree to adhere to them throughout our time as students of Red Oak Music.

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Parent Signature Date