



## PIANO LAB - POLICY STATEMENT

**ANNUAL CALENDAR:** Lessons for the academic year begin on the first day of school and conclude on the last day of school. This includes two semesters of 18 weekly private lessons, two group classes, one recital and an unspecified number of other events. Students are guaranteed a minimum of 36 private lessons through the school year. Students can receive up to 40 private lessons during the school year for the price of 36 if no lessons are missed.

Following the Peninsula School district calendar there will be no lessons on Labor day, Thanksgiving break, Winter/Christmas break, Mid-winter break, Spring break and Memorial day.

**MAKEUP LESSONS:** Two makeup lessons per semester are allowed for excused absences from private lessons only. An absence due to illness, accident or family emergency is excused provided the teacher is notified at least 24 hours in advance. Lessons missed due to family vacation are excused provided notification is given a month in advance. Lessons will be made up on the fourth Saturday of each month. It is the students responsibility to sign up for a makeup lesson. Unexcused absences will not be made up. Attendance is not required for group lessons but is strongly encouraged. Group lessons can not be rescheduled.

**TEACHER ABSENCES:** The teacher is permitted to miss one (1) lesson per semester. Because there are more than 36 regularly scheduled lessons throughout the year, these absences are not made up. Any additional absences will be made up. The teacher is responsible for scheduling these makeups.

**TUITION:** Tuition is calculated for the whole school year and includes; 36 private lessons, four group lessons, two recitals and an unspecified number of other events. Tuition is divided into ten equal payments and is due on the 1st of each

month. Payments not received by the 10th of each month will result in a \$30 late fee. There will be no refunds/credits given for missed lessons. Books/materials and special event fees are not included in the cost of tuition. The teacher reserves the right to raise fees at the beginning of the teaching year.

**DISCOUNTS:** A 5% discount will be applied for two or more siblings taking lessons concurrently.

**SUMMER LESSONS:** Lessons through the summer are optional and are given on a monthly basis. Tuition for these lessons is based on how many lessons are scheduled at the beginning each month. Summer lessons cannot be made up.

**LESSON TERMINATION:** The teacher reserves the right to terminate lessons at any time. Reasons for lesson termination include: unpaid tuition, three or more excused absences and continual non-compliance on the part of the student. Students are required to give one month advance notice before discontinuing lessons so that the now vacant time slot can be filled.