

# The Music Department

## **St. Nicholas School Private Music Instruction Policy**

*[This signed Private Music Instruction Policy is required for all private lesson students]*

- 1). Weekly lessons are \$20/half hour (student teachers \$18/half hour). If partner lessons are arranged, it is \$15 per student/45 minutes per week. Large group sessions are offered occasionally by some instructors, at a rate of \$10 per student. All charges are billed to your school account.
- 2). By committing to a lesson, you are reserving weekly time with the teacher. The number of regularly scheduled lessons per month will be billed to your account.
- 3). When scheduling lessons, teachers adhere to the St. Nicholas School calendar. This includes holidays, breaks, half days, required conferences, and any school trips which would prevent a student from attending (such as Williamsburg). Teachers should provide advance notice of other days when lessons will not occur. In case of an emergency cancellation by the teacher or the school (illness or a weather-related emergency) no charge will be applied for that date.
- 4). While we expect that every effort will be made to have children present (and prepared) for all scheduled lessons, we know that occasional conflicts arise. Therefore, students can be granted ONE excused absence or makeup lesson per semester (August – December / January – May) for the following reasons: an excused absence from school due to illness or religious holiday, or an unexpected medical emergency on the day of the lesson. It is the parent's responsibility to communicate the reason for the absence to the teacher.
- 5). If charging any additional fees, teachers will clearly communicate these costs to parents. Additional fees may include a minimal yearly studio fee to cover the costs of recitals or rewards, or reimbursement if the teacher has purchased books or other materials for a student.
- 6). Teachers understand the importance of promptness. Please help us be mindful of this goal by arriving on time for the lesson. Because of limited studio space, teachers must occasionally teach in an alternate classroom. Daily schedules will be posted in ESP.
- 7). If your child has checked into ESP for the afternoon, the teacher must escort the student to and from the lesson. Though this travel time shortens an ESP student's lesson by a few moments, it ensures that all lessons remain on schedule and that the teacher is operating in a timely fashion.

*My signature indicates that I have read and understand the terms of the St. Nicholas School lessons policy.*

---

Parent Signature

---

Date