



Group Class Policy

Goals and Expectations: The goal of Kinderflute classes is to provide flute and music activities and games that require interactions with peers and the Instructor. Classes are expected to be ongoing, with breaks between semesters. As a part of these classes, children begin to participate in ensembles that help solidify the concepts of cooperation, tuning, listening, musicianship, leadership and the ability to follow. Cooperative activities are important for later success in music. The instructor is aware that each child learns at their own pace and the weekly lessons are required for students in each class, so that individualized training can begin. Regular attendance and commitment to both the group classes and private lessons is essential. Please review the requirements below and provide your signature to signify your commitment.

The policies stated here are in direct correlation to that of the USC Community Music School.

Make-up Policies

🍏 **Instructor Cancellations-** Any classes missed by the teacher will be made up. If the teacher must cancel a class, the parent/student is to be notified at least 24 hours in advance. The teacher may make up this class by adding an additional class to the end of the semester.

🍏 **Student Cancellations-** If the student must miss a class, the teacher should be contacted *at least* 24 hours before the scheduled class. Students should give advance notice (30 days is helpful) of planned absences.

🍏 **No shows-** If a student misses a class two weeks in a row without notice, the student forfeits the classes (no refund) except under certain unavoidable circumstances i.e., emergencies, sudden illness, etc...The teacher is to contact the student within 24 hours of the missed class to make appropriate arrangements.

🍏 **Lateness-** If a student is late for a class, the time is not required to be made up. Please remind the parent and student to be on time to every class.

🍏 **Inclement Weather-** All classes will be cancelled in the case of inclement weather or if university classes are cancelled. These classes are **NOT** required to be made up.

🍏 **Email notifications-** It is important to check your emails weekly. The instructor sends out reminder emails about classes and lessons regularly.

Payment

🍏 **Tuition-** Full payment and registration must be done before the first class of each semester through the University of South Carolina Community Music School online portal:

www.music.sc.edu/cms

🍏 **Holidays-** Some months have conflicting holidays, instructor's vacation, or the instructor's performance schedule. The class schedule is posted prior to the start of each semester.

🍏 **Refunds-** Refunds can be distributed up until the second week of the semester. After that time there are no refunds administered.

Practice Requirements

🍏 Daily practice is necessary to achieve a good sound on the flute and become proficient.

🍏 Beginners start with 15 minutes per day and progress gradually towards more minutes as they become proficient.

🍏 Parents should be aware that children often begin to resist practicing within the first month or two, and that a program of regular practice with incentives is often necessary. The rewards are great and practicing gets easier as they age.

🍏 It is sometimes helpful to have focused practice in small doses, with 10-20 minute time slots interspersed with other activities, such as exercise, family interactions and chores

🍏 Practicing also means listening and other activities. The instructor recommends that students spend some focused time listening to great performers on the flute on recordings or YouTube. Listening to a variety of genres of music and other instruments is quite helpful, as well.

🍏 It is helpful to have the following tools at home:

- Music stand
- Flute (curved head joints best for beginners)
- Metronome
- Tuner
- Recording device that the student can operate (such as on an ipod, digital recorder, camera)
- Pneumo-pro wind director or other helpful tools

Class Requirements

- 🍏 Classes are weekly and each individual student is scheduled for one 30-minute lesson.
- 🍏 Weekly private lessons are a requirement of being a part of the class. The child will attend two activities each week: Group Kinderflute™ class and a 30-minute private lesson. Private lessons are included in the Kinderflute™ package.
- 🍏 Although not required, parents are and invited and encouraged to observe the group class. By doing so, the parent knows how to assist their child with practice at home.
- 🍏 It is very helpful for the student to bring the following materials to the class:
 - Flute (by the third class)
 - Music books and music
 - Pneumo-pro wind director

I have read and agree to comply with all policies of the Kinderflute-Columbia Program and the USC Community Music School as outlined in the above documentation. I understand that failure to follow these policies may result in suspension from the program and that if suspended, I would not be entitled to any refund.

Parent _____ Date _____

Student _____ Date _____

Instructor _____ Date _____