



Lesson Policy

Goals and Expectations: The goal of Kinderflute lessons is to provide flute and music instruction to your child in a fun and individualized way. Each child learns at their own pace, and regular attendance and commitment to 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 lessons missed by the teacher will be made up. If the teacher must miss a lesson, the parent/student is to be notified at least 24 hours in advance. The teacher may make up this lesson by adding additional time to future lessons i.e., adding 15 minutes to the next two lessons, scheduling an hour-long lesson at a future date, or simply by rescheduling the lesson for another day and time.

🍏 **Student Cancellations-** If the student must miss a lesson, the teacher should be contacted *at least* 24 hours before the scheduled lesson, or the student will forfeit the lesson. Illness or family emergencies are considered excused absences, which the teacher *may* make up. Other conflicts, such as birthday parties, family vacations etc... are not considered unexcused absences. With advance notice of the missed lesson, the teacher can reschedule one (1) excused lesson for the student per semester. Unexcused absences will not be made up

🍏 **No shows-** If a student misses a lesson without notice, the student will forfeit the lesson except under certain unavoidable circumstances i.e., emergencies, sudden illness, etc...The teacher is to contact the student within 24 hours of the missed lesson to make appropriate arrangements.

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

🍏 **Inclement Weather-** All classes will be cancelled in the case of inclement weather or if university classes are cancelled. These lessons 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 lesson of each semester through the University of South Carolina Community Music School online portal:
www.music.sc.edu/cms

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

Parking

🍏 All lessons are held at the USC School of Music (813 Assembly St). Metered parking is available near the School of Music. Parking is also available in the Carolina Coliseum lot and in lots near the Music Building. These lots are usually safe to use after approximately 5:00 pm. Please note that these parking lots are often closed for special events. The CMS does not have any control to waive University Parking Tickets.

Practice Requirements

🍏 Daily practice is necessary to achieve a good sound on the flute and become proficient. Beginners are encouraged to start with 10-15 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
- 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

Lesson Requirements

🍏 Lessons are weekly and each individual student is scheduled for a 30-minute timeslot.

🍏 All students are required to provide their own instruments for study. At each lesson, students will receive a lesson assignment detailing what is to be practiced during the coming week. Parents of children 10 and under are encouraged to attend all lessons and to practice with their child at home. Music study and practice can be a wonderful sharing time for students and parents. While parent involvement is encouraged, parents are urged to be supportive and not overly aggressive in their demands on students.

🍏 It is very helpful for the student to bring the following materials to the lesson:

- Instrument
- Notebook
- 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 _____

