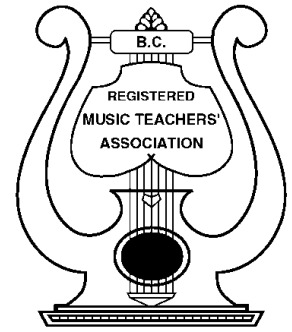




KATHLEEN'S PIANO STUDIO
Piano Lesson Registration 2023 / 2024



*A \$35 non-refundable registration fee must accompany each student's registration.

STUDENT INFORMATION:

First Name:	Last Name:	Birthdate (Day/Month/Year):	Age:	Grade:
Mailing Address:		Postal Code:	City:	
Phone:	Gender:	Contact E-mail:	School:	

Does the student have a medical condition / allergy that I should be aware of (nuts, bees, etc.)? Y N
If yes please explain: _____.

REQUESTED WEEKLY LESSON LENGTH

- 30 minutes (\$102/month) 45 minutes (\$153/month) 60 minutes (\$204/month)

***Monday students** will have three less lessons than other students due to statutory holiday closures and will have their monthly tuition reduced to the following amounts: **\$94 (30 minutes), \$141 (45 minutes), \$188 (60 minutes).**

Lesson Length: 45-minute piano lessons are recommended for all beginners. **30-minute lessons are only available to young students (4 - 7 years old)** in their first 1-2 years of study. 60-minute lessons are recommended for students in RCM level 4 and above and also for any students who would like to progress more rapidly with their piano studies.

PARENT/GUARDIAN INFORMATION:

First Name (Mother):	Last Name (Mother):	First Name (Father):	Last Name (Father):
Phone (Mother):	Emergency Contact Phone:	Emergency Contact Phone:	Phone (Father):
Contact e-mail (parent):	Do I have permission to e-mail you regarding information pertinent to your child's lessons? <input type="checkbox"/> Yes <input type="checkbox"/> No Parent's Signature: _____		
Who should be contacted regarding payment?	Mother <input type="checkbox"/>	Father <input type="checkbox"/>	Both <input type="checkbox"/>
	Other <input type="checkbox"/>	_____	

SELECTED METHOD OF PAYMENT

Cash, cheque, and e-transfer are all accepted. **The preferred method of payment is a series of ten monthly post-dated cheques** dated September 1st – June 1st, and students are requested to pay with this method if they are able.

- Monthly Post-Dated Cheque Monthly E-Transfer Term Payment Home School Association

PLEASE USE THE CALENDAR BELOW TO SHARE YOUR AVAILABILITY WITH ME

- Shade in GREEN or write "PREFER" in all the areas of the schedule you would prefer.
- Shade in RED when you are not available or simply write "UNAVAILABLE."
- NOTE: All students must provide an availability that is at least 3 hours.**

Time	Monday	Tuesday	Wednesday	Thursday
9:30	11 am	9: 45 am	12 pm	9: 45 am
9:45				
10				
10:15				
10:30				
10:45				
11:00				
11:15				
11:30				
11:45				
12				
12:15				
12:45				
1:15				
1:45				
2				
----- N/A -----				
2:45	5:30 pm			
3				
3:15				
3:30				
3:45				
4				
4:15				
4:30				
4:45				
5				
5:15				
5:30				
5:45				
6		6 pm		6 pm
6:15				
6:30				
6:45				
7				
7:15				
7:30				
7:45				
8	8 pm		8 pm	

Comments regarding availability:

KATHLEEN'S PIANO STUDIO POLICIES

Policies and Agreement Form: Piano Lessons 2023 / 2024

SCHEDULING POLICY

Lesson Schedule and Fees: A full term consists of one lesson per week over the term duration. First term runs from Monday September 11th to Friday December 22nd 2023. Second Term runs from Monday January 8th 2023 to Monday June 17th 2024.

Statutory Holidays: Lessons will not be taught on statutory holidays. The studio calendar has been set in consideration of stat holidays so that all students have the same number of lessons with the following exception: **Monday students** will have reduced tuition as they will receive three less lessons during the year due to statutory holidays.

Christmas Break (2 weeks): Lesson will not be taught December 25th 2023 – January 5th 2024.

Spring Break (2 weeks): Lessons will not be taught March 19th – April 1st 2024.

Festival Week: Students participating in the Chilliwack Music Festival will not receive a regular lesson during festival week (early March). In lieu of a lesson, there will be a group performance class for festival participants and the teacher will attempt to attend one festival class with each student. Exceptions may occur if different students are scheduled in classes at the same time or the teacher is scheduled to volunteer in another festival class. Lessons for students not participating in the festival may need to be rescheduled during festival week.

Performance Class Weeks: Small-group performance classes will take the place of individual lessons for all students twice per year. Classes will be scheduled the week before the December & June studio recitals to give students an opportunity to gain experience performing their recital pieces in an informal setting. Classes will be either online, hybrid, or in-studio. Adult students will receive regular lessons during these weeks if preferred or if there are insufficient adult students for an adult performance class.

Summer Term: All students are strongly encouraged to **schedule at least 3 piano lessons over the summer Term**. This will help ensure that they are able to keep up their skills over the break. Any students taking an RCM piano or theory exam in August will be required to have weekly lessons until their exam. Tuition for the summer lessons is paid separately upon registration for summer lessons in June.

Termination of Lessons: Kathleen's Piano Studio holds the right to terminate lessons with any student at any time.

WITHDRAWAL NOTICE

If withdrawing from the studio, notice must be given at least 28 days before the end of the month. If less than 28 days notice is given, tuition for the following month will still be charged in full as a cancellation fee. This policy applies throughout the year, even during the summer term. **Students that have registered to begin or resume lessons in September must give 28 days' notice of withdrawal before August 31st or tuition for September will still be charged.**

STUDENT AND PARENTAL EXPECTATIONS

Weekly Piano Lesson length: A 45-minute piano lesson is recommended for most beginners. **30-minute lessons are only available to young students (4 - 7 years old) in their first 1-2 years of study.** 60-minute lessons are recommended for students in RCM level 4 and above and also for any students who would like to progress more rapidly with their piano studies.

Required Materials: Students must have a piano or equivalent keyboard available to practice on daily. A piano must be tuned and maintained regularly. A keyboard must have 88 keys and be fully weighted with hammer action keys. A metronome (or an app with a metronome feature) is also required. Beginner students will also need an audio playback device like a CD player or iPad so that they can practice along with their duet tracks. Piano books are usually ordered by the teacher and picked up by the student at King's Music. Book costs are about \$50, twice per year. All students are required to have access to equipment that would enable them to have their lessons online should the need arise.

Practicing: Students need daily, quiet, non-interrupted practice time. Personalized practice goals are set at the beginning of each term for each student. All students are required to practice five or more days per week. A beginner student will be asked to practice approximately 15 minutes each day at the start of the year and build towards practicing 30 minutes a day by the end of their first year of study. A practice log will be given to the student each week to record their practice minutes. **Parents are asked to initial the practice log each week if their child is under 10 years of age.** Students may participate in the studio's Practice Rewards Program to earn rewards for practicing.

Missed Lesson Policy: No refunds or make-up lessons will be offered for lessons missed by the student, except by special arrangements in cases of prolonged illness. This includes cancellations for extended family vacations and school-related absences, and will be strictly adhered to. **If a student or immediate family member is sick** and 8 hours' notice is provided by the parent/student that a lesson will be missed **due to sickness**, Kathleen's Piano Studio will place your name on a list and will inform you of any available lesson times that open up during the term. **A make-up lesson is not guaranteed and the student will still be charged the full amount for the missed lesson.** Lessons cancelled by the teacher will be re-scheduled or a refund will be offered.

Hygiene: All students must **wash and sanitize their hands before their piano lesson.** Fingernails must be kept short and clean. Open hand/finger sores, blisters, or contagious skin conditions must be covered with a band aid during lessons.

Online Lessons: All students must be prepared to transition to online lessons at any time if the need arises. If they cannot attend in person, all students have the option of scheduling any lesson online. Students must have a web-enabled device with a working camera and microphone for online lessons.

Sickness Protocols: In-studio lessons will only be available at the discretion of the studio in accordance with current health orders and recommendations. **Students may not attend lessons in-studio or any in-person studio events if they are sick with a contagious illness or are required to self-isolate.** It is easy for germs and sickness to spread quickly within the studio. Many students are preparing for important events such as competitions or exams so if their teacher needs to cancel a lesson due to sickness they may not be fully prepared for their event.

Parental Involvement: Parents have the option to sit in the studio and observe their child's lesson if necessary. Parents are asked to be nearby during online lessons with young children to assist them. Parents are asked to sit with children under 8 years of age during practice in order to read the teacher's instructions and ensure they are being followed.

Parking: Parking is available in the gravel lot along the cul-de-sac. The driveway may only be used for pickup & drop-off.

TUITION POLICY

Tuition is divided up into ten equal payments from September 1st 2023 until June 1st 2024. Tuition pays for each student's weekly lessons, group studio events and rentals such as recitals and performance classes, studio maintenance, and administrative time. **Tuition for the summer lessons is paid separately upon registration for summer lessons.**

MONTHLY TUITION PER STUDENT

30 minutes: \$102 45 minutes: \$153 60 minutes: \$204

***Monday students** will have three less lessons than other students due to statutory holidays and will have their monthly tuition reduced to the following amounts: **\$94 (30 minutes), \$141 (45 minutes), \$188 (60 minutes)**. Monday students will have lessons on Monday October 2nd and the first Monday of spring break (March 18th).

Registration Fee: A non-refundable **\$35 registration fee** must accompany **each student's** registration. This fee covers coordinating scheduling, studio library lending materials, photocopies, and the practice rewards program.

Service Charges: Overdue accounts will be charged a \$10 administration fee per month. NSF Cheques will be charged a \$45 service fee. If a student's tuition becomes more than 30 days overdue, lessons may be discontinued and the student's lesson time may be given to a student on the waiting list. Criminal record checks or any other fees from requirements of homeschool or other school associations will be billed to the student.

ACCEPTED METHODS OF PAYMENT

Cash, cheque, and e-transfer are all accepted. The preferred method of payment is a series of ten monthly post-dated cheques, and students are requested to pay with this method if they are able.

Check one box below to select your method of payment:

- Monthly Post-Dated Cheques:** A series of 10 post-dated cheques made out for the first day of each month from September 1st to June 1st (Sept 1, 2023, Oct 1, 2023 etc.). **This is the preferred method of payment.** Make cheques payable to Kathleen Feenstra and submit them with your registration by June 1st.
- Term Payments:** Payment for First Term (September-December) and Second Term (January-June) in full by cash, e-transfer, or cheque on September 1st 2023 and January 1st 2024 respectively. Make cheques payable to Kathleen Feenstra. Send e-transfers to kathleen@sardispiano.com.
- Monthly Payments:** Cash/cheque/e-transfer payment on or before the 1st of each month. Make cheques payable to Kathleen Feenstra. Send e-transfers to kathleen@sardispiano.com. Students who repeatedly miss the due date for monthly tuition payments will be asked to switch to post-dated cheques or term payments.
- School Billing:** Students that qualify for funding through their home-school or other school association will be required to pay for their first three months of tuition with post dated cheques, plus a \$30 administrative fee per family. Once the funding from the schooling association runs out, the student will be billed for the remainder of the year. Any additional costs relating to requirements of their association shall be borne by the student.

KATHLEEN'S PIANO STUDIO
Piano Lesson Registration 2023 / 2024

PLEASE READ ALL POLICIES & SIGN THE AREAS BELOW:

By signing below, I acknowledge that I understand and agree to adhere to Kathleen's Piano Studio's policies. I am either the student, or the parent/lawful guardian (if child is under 18 years old) of the child registered, and as such I acknowledge and agree to be responsible for the supervision and safety of my child and or others in my care at all times while they are on the premises of Kathleen's Piano Studio. Further, I accept responsibility for damage caused to the facility by the actions of myself, my child or others in my care, and I agree to indemnify Kathleen's Piano Studio for any damages arising as a result of those actions.

STUDIO COVID/ILLNESS PROTOCOLS & WAIVER

All students must wash and sanitize their hands upon arrival.

Students may not attend lessons in-studio or any in-person studio events if they are sick with a contagious illness or are required to self-isolate.

By attending lessons, performance classes, and recitals in-studio/in-person students are acknowledging that they are putting themselves at risk of contracting a contagious illness and will not hold Kathleen's Piano Studio or the BC Registered Music Teacher's Association liable in the event that a contagious illness is contracted.

Masks are not currently mandatory in-studio but may be required in the future at the discretion of the studio in accordance with current provincial health guidelines. In order to attend lessons in-studio, students must follow the current studio mask policy.

By signing below, I and/or my child(ren) agree to adhere to the studio covid/illness policies, both current and future.

Name of Student(s)

Signature of Student(s) (over 18) or Signature of Parent/Guardian on behalf of minor Date

Print Name of Student(s) (over 18) or Parent/Guardian on behalf of minor Date