

music with chelsea

2023-2024 Policies

Student/Teacher Illness Policy:

- Students are asked to wash or sanitize their hands when they arrive for lessons.
- If a student is exhibiting **any** symptoms of illness (even if mild) please do not send them to an in-person lesson. Music with Chelsea reserves the right to send a student home if they are exhibiting any symptoms of illness. Lessons are available online at any time and for any reason—simply request a switch to Zoom by texting or emailing Chelsea. If Chelsea is sick, she will move the lesson online.
- Music with Chelsea will follow all government regulations and guidelines regarding COVID19 or other illnesses.

Cancellation and Make-Up Policy:

- ***The music lesson year is based on 32 lessons.*** Chelsea aims to have finished lessons by mid-June, and this allows for Chelsea to cancel some weeks for illness or professional development opportunities without needing to make them up. These 32 lessons take into account a break in October, Christmas/New Years, Family Day, Music Festival weeks and Easter. A full schedule of weeks off will be released in early September.
- ***Chelsea is not able to offer make-up lessons for student absences.*** Instead, students will be offered the following options: a Zoom lesson during their regular time or a pre-recorded video lesson (students can record their pieces and send them by email, text or YouTube link prior to their lesson time and Chelsea will send a video response during their regular lesson time).
- If Chelsea cancels for illness, piano education conferences, music festivals or other reasons, she will offer a make-up lesson during that week **or** will add one to the end of the year. If the student does not reach 32 lessons by the middle of June because of Chelsea's cancellations, families will be reimbursed for missed lessons.
- If your lesson time no longer works for you, Chelsea may or may not be able to reschedule within her teaching hours. If she is not able to reschedule, she reserves the right to require the following 2 months tuition payments as she may not be able to find a student to fill that spot.
- **60 days written notice is required to withdraw** a student from Chelsea for any reason (Chelsea will keep the following two months tuition cheques or will require payment for the following two months after the student's last lesson).
- Chelsea reserves the right to cancel the registration of a student at any time and for any reason.
- *Complete registration is subject to payment of registration fees.*

Practice Expectations:

- Chelsea's goal is to provide each student with a quality music education that is fun, engaging, and tailored to their needs. Chelsea wants each student to feel valued and encouraged. Her goal is not to create perfect performers, but rather to create engaged students who are fluent in the language of music, who love to play piano, and who are excellent at their instrument. A positive experience is the goal! In order for this to happen, ***practice time should occur 5 days a week.*** Chelsea will go over with your student what a 'practice' session should entail. Parental involvement and supervision with practice is highly encouraged for students under the age of 10.

- If your child is struggling with a particular concept, piece or just practice times in general, please let Chelsea know so that we can work on a solution together. Often adjusting the material or expectations can help a student feel successful.
- Two recitals will be provided throughout the year. These are fun times of celebration of what the students have accomplished throughout the year. They have no additional cost and participation is not mandatory.

Payment Policy:

- The student will cover the cost of all materials (piano books, theory books, etc.) that arise throughout the year. Chelsea will purchase the materials and send you an invoice. The average cost throughout the year depends on the student's level and progress...it can range from \$50-120 per student for the year.
- **A registration fee of \$40 per student** is required by August 31 to hold your child's spot for the fall. This covers the cost of administrative fees, supplemental music from Chelsea's lending library, their music binder, printing of homework pages and pieces, the 2 recitals (no fees for tickets) and various prizes and incentives throughout the year.
- The student will cover all costs of exams or music festivals throughout the year (these are optional).
- A monthly tuition fee is charged from September to June and is based on 32 lessons over the school year. The full tuition payment is due even if the student only has two lessons (for instance, in December), as the tuition is based on 32 lessons over 10 months.
- 30 minute lessons are \$120 per month, 45 minute lessons are \$170 per month and 60 minute lessons are \$225 per month.
- If a student is taking an exam that is later than their 32 lessons, extra lessons will be made available at a discounted cost of \$30 per half hour lesson.
- Invoices are sent via email by the 1st of each month. Tuition payments not received by the 7th of each month will be charged a \$25 late fee.

Payment Options:

- **E-transfer:** you can e-transfer your monthly payment to info@musicwithchelsea.com by the 7th day of each month. E-transfers can be set up in your online banking to occur automatically each month.
- **Cheques:** Tuition fees of **10 post-dated cheques** (September-June) for the 2023-2024 school year can be submitted to Chelsea (**made out to Chelsea Bustin**) prior to or on the first lesson in September 2023. Please date each cheque for the first day of each month. A \$30.00 charge will be levied on each cheque returned NSF from the customer's bank account. Chelsea will cash each cheque by the 5th of each month.
- **Credit card:** Payment by credit card can be made through Chelsea's website. There is a small service charge for this. Payments can be set up to occur each month, or you can make them manually each month.

I have read the above policies and fully agree to abide by them for the duration of the 2023-2024 Music with Chelsea year (September 1, 2023-June 30, 2024).

Student(s) Names: _____

Date: _____

Parent/Guardian Name: _____

Signature: _____