

# ACADEMIC YEAR 2022

## AND STUDIO EXPECTATIONS

### TACOMA MUSIC LAB

	REGULAR LESSON SCHEDULE
	HOLIDAY/NO LESSONS/NO MAKEUP/NORMAL BILLING
	SUMMER BREAK, STUDIO CLOSED, BILLING PAUSED
	MAKEUP WEEKS, NORMAL LESSONS STOP
	CONCERT/PERFORMANCE/WORKSHOP

#### JANUARY

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30	31					

#### FEBRUARY

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#### MARCH

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#### APRIL

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#### MAY

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#### OCTOBER

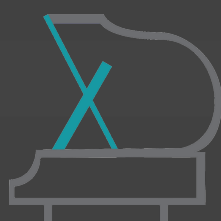
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#### NOVEMBER

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## CALENDAR AND MAKEUP LESSONS

- During calendar year 2022, TML will adopt a new structure. The year will be divided into two separate semesters. At the end of each semester, there will be a two week period in which makeup lessons and extra rehearsals are held, followed by a culminating semester recital in which students can showcase the progress they've made during the semester. In between the two semesters is a roughly one-month summer break in which the studio will be closed, and billing will pause. For exact dates, refer to the calendar above.
- Makeup lessons will not be scheduled for any reason during the course of the semester (highlighted in teal on the calendar). Instead, all lessons missed for legitimate reasons (planned absences, illness, critical prior commitment, etc) either by the teacher OR the student, will be moved to the two-week makeup period at the end of the semester.
- For example, if a student needs to miss his/her weekly lesson on March 21st, his/her teacher will send a link via Calendy through which the student can move the lesson to the weeks of May 31 - June 10, the designated makeup period for the semester. Since regular classes stop during this period, there will be plenty of slots available for scheduling.
- Lessons missed for illegitimate reasons (forgetfulness, forgot materials/books, unplanned absence, last-minute vacations, etc.) will not be eligible for rescheduling or a refund.

## TARDINESS

- It is the responsibility of the student/parent, etc. to ensure a timely arrival to each lesson time. A lesson is considered forfeit after 15 minutes, at which point a teacher may decide to leave the studio. Such a lesson may not be made up.

## BEHAVIOR AND PRACTICE

- Students must behave in such a way as to communicate respect for themselves, their teacher, and for their learning environment. Repeated interruptions, playing while the teacher is talking, entering the studio uninvited, etc, will not be tolerated. TML is a fun place, and students love to laugh and enjoy themselves, but respect and appropriate boundaries must be observed. Consistent disrespect from a student may result in his/her slot being given to someone on the waiting list.
- All students are expected to practice weekly unless their teacher indicates otherwise (as is often the case with very young students). The great majority of a student's progress actually happens *between* lessons, and a student will fail to see meaningful progress if he/she isn't putting time in between lessons. In the case of kids below 12 or so, it is the parent's responsibility to ensure this extra practice happens.
- Life happens, and there will inevitably be times when a student cannot practice, but consistent failure to practice may result in a student's slot being given to someone on the waiting list.

## MATERIALS

- It is the responsibility of each parent/student to ensure the student comes to his/her lesson each week prepared with ALL relevant books and music. A student who comes to his/her lesson without his/her books automatically forfeits the lesson with no makeup or refund. Repeated failure to bring supplies fundamentally disrupts the learning process and may result in a student's slot being given to someone on the waiting list.

## A NOTE ABOUT HOLIDAYS AND BILLING

- You may notice that on the calendar, the studio is closed on certain holidays and for certain periods throughout the term. For a list of these dates, refer back to the calendar for those days highlighted in blue. They include Halloween, Thanksgiving, Christmas, and other common holidays throughout the year, as well as two one week periods in March and October. At these times, lessons are not being held and no makeup lessons will be given.

### "BUT... I AM BEING CHARGED FOR A LESSON I AM NOT ATTENDING?"

- Rest assured, even if you/your student is not attending a lesson directly, your tuition dollars are always working for you. The studio is never really "closed", as your teacher spends time outside of lessons planning recitals, holding extra rehearsals, selecting repertoire, communicating with families, etc. At TML you are not purchasing a per-lesson service for your students, but rather a whole academic experience spread across a calendar year.

By signing, you confirm that you have read and accepted the calendar and policies listed above. By signing, you agree to adhere to these standards and expectations for calendar year 2022. Here's to a great year of music-making!

*Student Name:*

*Parent name:*

*Parent Signature:*

*Date:*
