

# HIS & HERS MUSIC

## STUDIO POLICIES

### PAYMENT

#### Accepted forms of payment:

- Cash
- Check (made out to His & Hers Music)
- Apple Pay (Sent to Diane: 973-650-3457)
- Zelle (Sent to Chuck: 973-600-4265)

**LESSON PRICE UPDATE (effective 9/1/21): 60 min: \$70 / 45 min: \$55 / 30 min: \$40**

Monthly payments are preferred unless alternate arrangements are specifically made. You will receive an invoice at the beginning of each month. Payment is due by the first lesson of the month. **Late payments will result in a \$10 late fee for each week they are late.**

**What does your lesson payment go toward?** Your lesson payment covers much more than just the 30 or 60 minute lesson you or your child attends each week. This payment also helps to cover lesson planning, repertoire selection, the purchasing of sheet music, piano tuning & instrument maintenance, and care & upkeep of the studio space.

### MISSED LESSONS

#### Cancelation policy

- We require 24-hours notice for cancelations, except in the case of illness or a family emergency. **There is a \$25 cancelation fee for cancelations within the 24 hour period before your lesson.** (playdates, school functions, and parties are not considered emergencies, and will be subject to the cancelation fee if 24 hours notice is not given.)
- Make up lessons: Make up lesson availability varies from week to week and is never guaranteed. Students who cancel with less than 24 hours' notice are not eligible to receive a make up lesson.
- No-Show Lessons: Students who do not show up for their lesson, or are not at home when the teacher arrives for the designated lesson time. This includes not showing up to virtual lessons on Zoom or FaceTime. **No-Shows will be subject to the full price of the missed lesson.** If a student no-shows 3 times, they will be removed from the schedule moving forward.

# COVID-19 POLICIES & PROCEDURES

I would like to begin by saying that we are taking COVID-19 very seriously. We have a three-year old daughter at home, and are doing everything we can to keep her safe and healthy. We understand everyone has a different level of comfort right now, but we ask that you please abide by our COVID rules and policies.

At this time we are offering **both virtual and in-person lesson options**. This page is specific to our current policies for in-person lessons during the ongoing pandemic.

In an effort to keep our studio as safe and clean as possible we have invested in a high quality HEPA air purifier for the studio, and regularly disinfect between students. We also offer hand sanitizer and ask piano students to wash their hands or sanitize before beginning their lesson. Additionally, all instructors are fully vaccinated (and boosted!) and able to show proof of vaccination.

At this time masks are **OPTIONAL**. As case numbers go up or down, we reserve the right to change this policy in the future.

In the event of COVID-19 exposure for either the student or the instructor, lessons will go back to virtual for 2 weeks, or until a negative test result is shown. We are trusting our students and their parents to be honest about any possible COVID-19 exposure. Regardless of your vaccination status, please **do not** send your child to lessons if they are sick, or if you think you may have been in contact with someone who tested positive for COVID. If there is a possible exposure at your child's public or private school, please do not send them to their lesson. If you have recently traveled to a state with a high transmission rate, please let your instructor know so they can make a decision about whether or not they feel comfortable seeing you in person that week. We are happy to switch to virtual lessons temporarily whenever it is needed.

By being transparent with one another, we are hopeful we can keep the in-person lesson option available and relatively safe for as long as possible. As the situation changes, we will be in contact with everyone about possible changes to our COVID policies.

# LESSON PROCEDURES

Students should be ready on time at the start of their lesson time. No additional time will be given to students who are late to lessons.

**Virtual lessons: we understand technology sometimes fails. If students are experiencing technical difficulties, please text or call your teacher to alert them and additional time will be given at the teacher's discretion.**

If the teacher is ever late to a lesson, extra time will be given to the student. This can happen either at the current lesson, or at a later date that the teacher sets up with the student and/or parents.

Students are expected to be prepared with all materials (assignment folder, binder, exercise sheets, sheet music and handouts) at every lesson. It is the student's responsibility to remain organized and keep track of materials. Your teacher spends time between your lessons planning and gathering the necessary tools for you to succeed - please respect that by bringing these tools to your lesson each week.

# SUMMER SEMESTER POLICY

**Our summer semester runs from July 1st through Labor Day.**

We know summer is a crazy time, full of camps, sports, and vacations. These activities are generally planned well in advance, and therefore we ask that parents try to give us at least two weeks' notice before vacations or other planned cancelations for summer activities.

**Students who wish to take the entire summer off will need to pay a \$100 holding fee if they wish to have their spot held for them until the fall.** Students who do not wish to pay the holding fee will be placed on the waiting list for fall, and will be added back to the schedule as availability opens up.

**If a student commits to taking at least 4 lessons over the summer semester, the holding fee will be waived.** These 4 lessons may be taken at any time over the Summer Semester, at a time when student and teacher are both available. These students will have their slots held for them for the upcoming fall semester, and their summer lessons will be scheduled on a lesson-by-lesson basis.

# RECITALS & PERFORMANCES

- Winter concert (January/February)
- Spring Concert (June – Diane’s studio only)
- Coffee Shop & restaurant performances
- Town & local events
- Student Music festivals & competitions (NJFMC, NATS)
- Summer program performances (when applicable)

A \$10 fee per family is charged for the Winter & Spring Recital, and goes toward the cost of venue, accompanist, and reception. There is no fee for virtual recitals.

# HOLIDAYS & STUDIO BREAKS

His & Hers Music will be closed:

- New Year's Day
- Presidents Day
- Memorial Day
- 4th of July
- Labor Day
- Thanksgiving
- Dec. 24 - Dec. 26

Additional studio breaks may be added to the calendar, and students will always be given ample notice.

PLEASE SIGN HERE: \_\_\_\_\_