



Studio Policies: Summer 2023

Thank you for joining Skylark Music School! We are glad you are here, and look forward to making music with you. If you have any questions now, or at any time, please don't hesitate to call or text us at **(919) 205-9849** or email info@skylarkmusicschool.com.

Studio Location & Hours

Skylark Music School is located in the Timberlyne Shopping Center at 1129 Weaver Dairy Rd. #AF, Chapel Hill, NC 27514.

Lessons are available from 3:30-7:30pm Tuesday, Wednesday and Thursday. Each instructor will set their own hours and maintain those hours throughout the summer term. Once the schedule has been set, it can be very difficult to adjust, so please choose a time that will work well around other commitments.

Tuition & Fees

Tuition is due on June 1st, 2023 and includes 9 private lessons at your regularly scheduled time throughout the summer term, and all sheet music and learning materials.

A one-time **summer registration fee of \$25/student** will be due upon schedule confirmation.

Lesson Length	Due June 1st
30 minutes	\$375
45 minutes	\$470
60 minutes	\$730

All payments will be automatically processed on their due date using the credit or debit card on file with Skylark Music School.

Additional Fees

Competitions, masterclasses, recitals, and production auditions may be subject to additional fees. Such fees will always be made known in advance of the event.

Contract cancellation and refunds

Summer registration is non-refundable at any date. Tuition is refundable with written cancellation until May 25, 2023. Tuition is non-refundable for any cancellation that takes place after May 25th, 2023.

Student rescheduling & Make-ups

Your monthly tuition payment guarantees **instructor availability at your student's regularly scheduled lesson time**.

If you need to miss a lesson for any reason, we ask that you notice as soon as possible using our Cancellation Form. A link to this form will be provided upon schedule confirmation, and in every lesson reminder.

Make-up options are as follows

- **Lesson Pick-Up:** All students will be automatically issued one make-up credit for the summer session, which you may login and use any time your teacher has a cancellation that lines up with your schedule! You will receive instructions on how to check the calendar, and it is your responsibility to check the calendar for openings that align with your schedule.
- **Switch to Zoom:** Attend a live Zoom lesson from anywhere you may be at your regular lesson time.
*Pianists must have access to a keyboard to participate in a live zoom lesson.
- **Teacher's Choice Packet:** Ask for a "teacher's choice" packet from your teacher for the day. This may include things to watch or listen to, musical enrichment activities, or other assignments based on your individual needs.
- **Asynchronous Video Makeup:** Submit a video via your student portal of your most recent practice assignment, due within 48 hours of your originally scheduled lesson, so your teacher can provide feedback and help prepare you for your next lesson.

No-call no-show's are not eligible for any type of make-up.

All lessons canceled by an instructor will be made up as soon as possible. It is the instructor's responsibility to contact you regarding available make-up times and work with your schedule in this instance.

Covid 19 Policies

All of our staff are fully vaccinated, and we continue to monitor the spread of Covid-19 in our school community. We reserve the right to implement any of the following measures at any time to help curb the spread of Covid-19 and other diseases.

- Asking students to wash or sanitize their hands prior to lessons
- Asking students and teachers to wear masks during times of high community spread
- Moving lessons to Zoom temporarily while students or staff are ill
- Using portable HEPA air purifiers during lessons
- Terminating a lesson early without makeup if a student shows visible signs of illness at their in-person lesson

If your student is demonstrating signs of illness please cancel their lesson and utilize a makeup option.

If your family has a known case of COVID-19, and you have had a lesson recently, please communicate this to us so we can test and quarantine accordingly.

Student Dismissal

Skylark Music School reserves the right to terminate your contract for any violation, including but not limited to:

- Repeated failure to pay tuition in a timely manner
- Repeated absence from lessons without notice
- Failure to adhere to studio policies as listed in this document, or as requested via email
- Disruptive or disrespectful behavior by a parent or student that can not be resolved
- Repeated insufficient practice between lessons

There will be no refunds in the case of contract termination on behalf of Skylark Music School.

Parent & Student Conduct

All members of the studio are expected to treat one another with respect. If you feel that you or your student have been treated disrespectfully, please contact info@skylarkmusicschool.com immediately.

Students are expected to practice in between their lessons. Our suggestion is that a student practices approximately two times the length of their weekly lesson duration throughout the week (30 minute lesson = 1 hour of practice time/week or 10-15 mins/day). Short, frequent practice sessions are highly preferable to long, infrequent sessions. Parental assistance may be required to help students understand their assignment, as written by their teacher each week, or to sit down and help them practice in the early stages. If you are unsure of your student's practice assignment or your role, please reach out to your instructor for clarification.

Release of Liability and Acceptance of Terms

As the legal parent, guardian, or student over 18 years old, I acknowledge that I have read and agree to these policies. Furthermore, I release and hold harmless Skylark Music School, its owners and operators from any and all liability, claims, demands and causes of action whatsoever, arising out of or related to any loss, damage, illness or injury that may be sustained by the participant and/or the undersigned, while in or upon the premises or any premises under the control and supervision of Skylark Music School.

This document has been e-signed as a part of your registration, and such signature is considered binding to all terms listed herein.