

# Lesson Policies for 2019-2020

## Regarding Fees:

A half hour lesson is \$25, and an hour lesson is \$40. This fee reserves your time slot, so if you are absent for any reason and are unable to make up the lesson, I cannot reimburse the fee; however, I'm usually able to work out an alternate time to make up the lesson. Please note that this includes vacations even if I am notified in advance. Also, since the fee is a reservation, a "double lesson" of flute then piano, or flute then theory or piano then theory, is covered under the hour block (as opposed to two consecutive half hour lessons).

Fees are expected to be paid before the lesson is given. If payment is missed, you will have until the next regularly scheduled lesson before a late fee of \$5 is added. If only a single payment is brought to the next lesson it will apply only to the current lesson, and the missed payment and the late fee will remain owing. Many students find it easiest to pay monthly. Please note that I only accept cash, cheques, or e-transfers, but I provide receipts for every payment. If you choose to send an e-transfer, please use the following information:

Question: My teacher's last name is...?

Answer: Kaukinen *\*please ensure that you spell this correctly ;)* \*

## Regarding Supplies:

I provide all students with a duotang, which I'll use to write down what we cover during lessons and what I'd like you to practice during the week. With younger children, I do my best to write in terms that will be understood by people who aren't musicians to help parents/guardians understand what I'm teaching.

If you are learning classical piano, I teach out of Conservatory Canada. Beginners without a background in music will start in the pop intro book and then will transition into classical. At the grade two level and beyond, I expect students to learn theory (the written part) in addition to practical (the played part). Theory lessons can be during regular lessons or an additional lesson in the hour format described in the fees section.

If you are learning pop piano, I teach from the "Technics" series of books. There is a separate series for young children which goes at a slower pace and uses animal names to help remember the notes. Theory is optional in pop piano, so if you wish to learn it in addition to your playing, please let me know.

If you are learning flute, I teach from the "Standard of Excellence" series by Bruce Pearson. This is the standard book series used in most high school band classes. I also supplement lessons with music from my own library to provide a wider range of genres.

I supplement all curricula with pop music (i.e., your favourite music), if desired. I also go at whatever pace you feel comfortable with, and will blend the pop and classical programs if that's what you want. Music lessons should give you what you want out of them, so I want to work with you to create the perfect program.

**Regarding Attendance and Weekly Practicing:**

Lessons are weekly at the scheduled time; if you are going to miss a lesson, please let me know as soon as you can. If parents/guardians wish to stay during the lesson, they are welcome to come inside.

When you show up for a lesson, come prepared with your music and your duotang. If you are learning the flute, you must *always* come with your instrument as I do not have any spares. I will provide the music stand during the lesson.

If you are early for your lesson, you are welcome to come inside and quietly wait in the hall outside of the lesson room. Please do not come into the room until your lesson is set to begin, so as to not interrupt another student's time. Cell phones should be on silent and are not to be used during the lesson. Chewing gum or candy is also not allowed. And most importantly: relax. I know that lessons can feel like a performance in front of a teacher sometimes, especially the first one. But it's a very casual environment and I want you to enjoy yourself.

During the week, I expect you to practice daily for at least 20 minutes. Without regular practice, the skills and techniques I teach won't become any easier and I won't be able to teach new things at the next lesson. Please read what I've written in your duotang before you start practicing to make sure that you practice all the songs you're supposed to. If you know that you won't be able to practice during the week (because of trips, exams, etc.) please let me know during the lesson and I'll accommodate that into my teaching.

Thank you, and I look forward to working with you this year!

**Sarah Kaukinen**

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# Lesson Policies for 2019-2020

## Lesson Schedule

<b>September</b>	
9	First day of classes
18 – 24	Sarah's away—no classes
<b>October</b>	
14	Thanksgiving—no classes
<b>December</b>	
22	Start of Winter Break—no classes
<b>January</b>	
6	Classes resume
<b>February</b>	
17	Family Day—no classes
<b>March</b>	
16 – 21	March Break—no classes
<b>April</b>	
10 – 13	Easter Break—no classes
<b>May</b>	
18	Victoria Day—no classes
<b>June</b>	
27	Last day of classes