



My Open Door Policy-Look for the "treble clef" sign on the door. It's the signal to come in. So as to not interrupt the current students' lesson, please just enter quietly, without knocking or ringing the doorbell, and have your child enter the piano lab. **Please do not arrive more than a couple minutes early** since it often distracts the current students when the door opens.

Materials/Registration Fee-\$50 per student, paid at the first lesson or at start of the school year each September. The registration fee includes: All Method books, Christmas music, Festival music, All downloadable studio licensed music, Shared cost of Recital venue rental, Printing of Recital programs, Recital prizes and certificates, Prize incentives, Awards, Studio website maintenance, Piano Maestro app, Woodbridge Music Club Recital fees, and much more. (Not included: Festival registration fees and optional Competition fees.)

Tuition- Monthly tuition is paid at the first lesson of the month, by check or cash. The fee is the same each month. There are several months throughout the year where there are five lessons, but you will still pay the same tuition fee. (Think of it as receiving a free lesson every now and then!)

Forgotten Lesson Fee-Should you forget to send the monthly fee on the first lesson of the month, you will receive a "friendly reminder notice" to please bring it later that evening. Please just put the payment in the metal box **on my porch** near the front door. Please send a message letting me know you put it there. **If your tuition fee is more than THREE days late, after your child's lesson, please attach the \$20 late fee.**



Contact Information Sheet-Please complete the Contact sheet and return. Most important is the number which to text in case of emergency and for Winter school closings.

Books-Method books are included in the annual Materials/Registration fee.

Ring Binder-Please have a 3-ring binder available at each lesson so the week's assignments can be written. To be most successful, students are to record daily practice times on their weekly practice sheet.

Drop off/Pick up Procedure: At the end of each class, I will walk the students to the porch and watch them to their cars. If you drop your child off for their lesson, try to be back a few minutes before the lesson is scheduled to be over. It's difficult for me to watch for parents when I've begun teaching the next students and I don't allow students to go outside until their parents arrive.

Makeup lessons-Once you have agreed to an assigned day and time, please try your best to commit to that spot. With nearly 70 students, it is difficult to schedule makeup lessons, especially without advance notification. In cases of emergency (sickness or extreme unexpected circumstances), I will do my best to fit in a makeup lesson. However, it may not be possible during the same week. From time to time, I will need to reschedule due to prior commitments. Those lessons will be rescheduled as soon as possible.

Recitals-There are two main recitals per year, usually in late February, on a Sunday afternoon, and another in June, which tends to be an outdoor recital, weather permitting. All students perform one selection. Family and friends are encouraged to attend to celebrate the students' musical successes!

Festival-Our students participate in FESTIVAL, an annual event sponsored by the National Federation of Music Clubs. We're a part of the Manassas Festival, where an average of 1500+ students will be performing on the last Saturday in February. Students will be assigned a specific performance time to play two well-prepared selections, and receive feedback from two teachers that will evaluate the performance against a standard set of criteria. Each student will receive a rating. It's a great opportunity for students to feel the accomplishment of musical growth, to receive feedback from teachers other than their own, and to receive awards for their efforts.

Community Performances-Our studio has developed a friendly relationship with a local nursing home/assisted living center. We try to take a group of 15-25 students to visit and perform music every 6-12 weeks. One of their favorite parts of our being there is when we play a song and they try to guess the name of it, as in NAME THAT TUNE. What a fun time for all---our students and their families, the residents, and the staff!

***If you're looking for a performance oriented studio, please consider joining us!

Summer lessons-It is important that students continue their piano learning skills throughout the year. Students that continue throughout the summer usually have a smoother transition back into their lessons in September. **Special Note:** Those students that continue through the summer months, (on a flexible schedule) or pay for their spot in their absence, have priority placement for the upcoming school year's scheduling.

Referral Certificates-I appreciate when I receive new students, by referral. So, to show my appreciation, please have the potential student give your name as their reference when requesting information. Upon paying for their first month's tuition, you will receive a credit to be used toward a future month's lesson fee. Thank you for your referrals!

References-A list of references is available, with phone numbers included. Please feel free to contact any of the parents who have students taking piano lessons if you wish to have more information.

Piano or Keyboard?-Please let me know whether you have a keyboard or piano in your home. *You may begin with a keyboard but it's only a starting place.* As the student progresses, they will need a piano which develops stronger fingers and allows for more growth with technical skill. If beginning with a keyboard, make sure it has at least 61 keys and a pedal.

Studio Calendar-The calendar year for piano lessons in the studio runs from September through the end of June. If for some reason you will be discontinuing before the end of the June timeframe, please give notice at least two weeks in advance, as a courtesy.

Holiday lessons-There are many Monday holidays. On most of these holidays, lessons will still be given. Please make sure we make contact so that if I can make adjustments for lesson times, we schedule that in advance.

Christmas Break/Spring Break-The piano studio is closed in accordance with the Prince William County schools holiday schedule. Lessons will resume when school opens in January. Spring Break also follows the PWCS schedule.

Call and Play-Once students have progressed through the first few months of lessons, they may be asked to call and play their assigned pieces by phone. The procedure is: Dial 703-221-5685 (my home number). Listen for the beep. **I will not pick up.** You're recording so I can listen at a later time for progress or areas where assistance is needed. Say, "This is _____ (your name). I'm going to play _____ (song's title)." Put the phone close to your piano and play the selection. Please play no more than two pieces per call. Feel free to call back and play more pieces. In order for me to have enough time to listen to your pieces, please try to call at least two days before your lesson day.

Studio Website-The studio website is available for families and friends to browse, from near or far. Our goal is to have at least a new selection or two per month that has been mastered and is performance-ready. Be sure to let me know if you'd like to have a student page where your child's musical progress can be highlighted. I hope you'll check it out at www.mrsjonespianostudio.com.

Special Notes:

-**Bathroom**-Feel free to use the hallway bathroom.

-**Photo Album**-The photo album is full of photos from our past recitals. Enjoy browsing through the albums.

-**Allergies**-Please let me know if you (the parent) or the piano student has allergies. Candles and air fresheners are mainstays in our home.

Parking-Curbside parking is available, directly in front of the house, or in front of the mailbox after 4:30 pm.



New Piano Student Brochure

WELCOME!

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