

# Studio Policy

We at Loy Performing Arts are excited to have you as part of our music and arts education program. Our teachers and staff look forward to building a lasting relationship with you and your child. Music is not just a childhood experience, as shown by our adult students, but one that lasts a lifetime, either as a professional or for personal enjoyment. We thank you for choosing LPA for your music and arts education.

**It is a Recognized Fact that to be most effective, instruction of any kind must be Regular and Persistent; therefore, these Policy Guidelines are in place to help you achieve your personal goal.**

## **INITIAL ASSESSMENT INTERVIEW**

All new students to LPA will undergo an interview with the Executive Director and/or Private Teacher prior to enrollment to determine if the student is ready for private study and to assess starting level. Younger students not yet ready may be advised to enroll in an alternate program.

## **ENROLLMENT**

Although enrollment occurs at the beginning of the school year, it is possible for students to begin lessons at other times, provided there is time available in the schedule. If no time is available, students may be placed on a waiting list until such time opens up.

Once a student is enrolled and assigned a specific time in the schedule, that time is reserved for him/her. **If a student misses his/her designated time in the schedule, then the student forfeits the benefit of the lesson or master class.** Students cannot benefit from learning if they are absent.

New Students should commit to at least ONE YEAR of lessons to allow time for personal development, as well as time for a fair assessment by the teacher.

## **ATTENDANCE**

A student **MUST** attend all lessons regularly and **ON TIME**. This is imperative for the student to receive total and complete instruction. **Parent questions and discussions should occur at the beginning of your student's lesson** so as not to go into the next student's time.

## **HOLIDAYS/OTHER STUDIO CLOSING**

See Calendar of Events.

## **LESSONS AND MASTER CLASSES**

Effective instruction in music and in all disciplines of the arts shares knowledge of foundational principles, as well as their practical application. Music theory and history will be incorporated within private lessons and master classes. Students will attend lessons and master classes as the schedule designates from August 22, 2016 until August 31, 2017. Weeks **not designated** for lessons or master classes per the schedule will be closed to lessons.

## **SUMMER STUDY**

The Study Program at LPA is a 12-month program, **including** June through August. The summer schedule is altered to accommodate more daytime hours and to give teachers and staff a chance to prepare for the next school year, as well as have down time.

## **Extended Absence**

Students will pay tuition for 12 months of study, **whether you attend all 12 months or not**. There is an [Extended Absence form](#) that allows students to provide a 30-day written notice if you will be out of the studio for one month or more. Payment is required to hold your position for the upcoming school year; however, for those gone most of the summer, up to a one-month suspension may be allowed with prior approval of the Executive Director. All other months must be paid.

## **MAKEUP LESSONS**

The designated schedule of lessons and master classes are included in annual tuition. As stated under *Enrollment*, a student who does not attend a lesson specifically set for that student will forfeit the benefit of that lesson. Tuition pays for far more than the time spent with your child in the actual lesson or master class. ([Where Does My Tuition Go?](#))

There are no refunds, discounts or makeups given when a student misses a lesson or master class OR when inclement weather or other issues Beyond Studio Control occur, such as school closings, electricity outage, flooding, hurricane, etc. The only exception for makeup would be when the teacher misses a scheduled lesson for personal reasons. One Master Class may be used as a makeup.

## **PREPARATION AND PRACTICE**

This is the most important aspect of learning to master the art of playing the piano or an instrument or singing; therefore, students should spend time **EVERY DAY** in piano, instrumental or vocal practice. This time should be spent following the teacher's assignment given at each week's lesson, as well as study of Music Theory and World of Music. Technical Musicianship; i.e., Hanon, scales, chords/arpeggios, and warm-up vocal exercises should be part of every practice. **Suggested** minimum practice time:

K to Grade 3 – 150 minutes each week (30 minutes a day for 5 days)

Grades 3 & 4 – 200 minutes each week (40 minutes a day for 5 days)

Grades 6 & Up – 300 minutes each week (60 minutes per day for 5 days)

Students are welcome to warm up or practice at the studio if an additional piano is available.

## **STANDARDS**

This studio will follow the standards established by Music Teachers National Association, Texas Music Teachers Association, and National Association of Teachers of Singing. Music Theory is required for TMTA-sanctioned events. World of Music is necessary for music history education. These are both required to be considered for LPA top awards and CMTA/TMTA Senior Awards.

## **RECITALS**

Performance is a key ingredient to successful music study, as well as preparation for students to gain confidence in front of family and peers. LPA will hold two recitals each year. The Winter Recital may be an opportunity to serve in the community and may be a collaborative experience. Spring Recital is formal and MANDATORY, as this is the time when LPA honors students with Awards Earned for the year. These are open to the public and you are encouraged to invite friends and family. See *Calendar of Events*.

## **AWARDS**

LPA will present awards at the Mandatory Spring Awards Recital to all students who meet requirements of the LPA Studio.

**Texas Whitlock Music Theory Medals and World of Music Medals** are awarded to all students who score 90% or above at your school grade level on the State Music Theory Exam and World of Music Exam.

**Senior Awards:** Students in school grade 9 should begin to prepare for the senior scholarship given annually by Conroe Music Teachers Association. To be eligible for this award a student must participate in two CMTA Events each year during grades 9-11 and three events in the senior year. In addition, the student must take and pass the grade twelve theory exam.

**Summer Theory Boot Camp:** This annual summer camp is a lot of fun with contests and prizes. In addition, students are preparing for the Texas Whitlock Music Theory Exam in the Fall. There is an additional cost for the camp. It is WELL WORTH the student's time.

## **GENERAL INFORMATION**

**Parents** may attend lessons BUT may NOT interject. This confuses the child as to the knowledgeable authority in the room. Students up to six years old may need parents to hear the instruction to help them at home with practice. Other alternatives will be available.

Students **do not bring guests** to lessons without prior permission from the teacher.

**Cell Phones:** Should be set aside in respect for our time together. Students will be able this year to use phones and iPads when working with the Roland. This is encouraged so the student may have something to take home for practice.

**Illness:** If your child is running fever or cannot attend school or other activities, please DO NOT bring him/her to lesson. If the teacher or students who touch the piano afterwards are infected, it can impact the entire studio. Sniffing, sneezing and wiping hands that touch the keyboard and are airborne spreads germs.

**Food/Drink:** Students may bring only **bottled water** into the studio. **LPA will NOT provide bottled water or food.** Any food a student must bring in with you will be placed in the kitchen until the lesson or master class is over. Come prepared.

**Termination:** Temporary or Permanent LPA reserves the right to terminate a student who violates any aspect of policy. Students **MUST** provide a 30-day written notice to the teacher for termination or Extended Absence for one month or more. You are responsible for all outstanding payments and fees.

**Social Media:**

The website, [www.LoyPerformingArts.com](http://www.LoyPerformingArts.com) and Facebook, [Loy Performing Arts](#) should be updated periodically to include new information. The website provides a link to **My Music Staff**, where you will be able to login and perform the following tasks:

- View the calendar of upcoming events, lessons/master classes, public events
- View your Attendance
- View your borrowed and downloaded library items
- Track your practice time. Leave notes or questions
- Add and track your repertoire
- View your email history
- View your teacher(s) contact information
- Keep current with studio news
- View your Family Account and Invoice details (only visible to parents/adult students)
- The Student Portal allows students to join and cancel lessons based on the studio's cancellation policy.

**Blog:** A blog, *The Music Staff*, will be published on pertinent and fun topics. Students are encouraged to suggest topics and even serve as guest bloggers, with permission.

**OTHER EVENTS OUTSIDE OF LPA**

Throughout the year students may participate in events through other professional organizations.

**Conroe Music Teachers Association (CMTA)** sponsors events, some of which lead students on to the state and national levels. CMTA events include Festivals, Sonatina/Sonata Tournament, Piano Contests, Performance Contests, Whitlock Texas State Music Theory Exam, World of Music Exam, State Piano Ensembles, and more.

**Texas Music Teachers Association (TMTA)** offers opportunities for students to participate at the state level, including performance and other activities at the annual state convention in mid-June. Some of these opportunities include Instrumental and Vocal Performance Contest, State Piano Ensemble Festival, All-Star Festival, Publications Contest for written essay and video essay, Special Projects, Chamber Music Contest/Clinic,

Composition Contest, and more. Students must pass the Theory Exam to be eligible for most activities.

**TMTA Chamber Music** prepares students for state convention in June; however, LPA students participate year-round in collaborative opportunities for piano, voice and instruments. We encourage experience from elementary through high school.

**National/Texas Federation of Music Clubs** sponsors the annual **Gold Cup Festival**, providing opportunity for students to perform for a judge in piano, classical and musical theatre vocal, and instrumental categories for a rating. Points accumulate each year. Students can earn a gold cup with 15 points in as early as 3 years of participation. Students receiving a Superior rating are eligible to attend the TFMC State Festival in May.

### **TMTA WORLD OF MUSIC EXAM**

Students grades 1-12 will prepare for the World of Music Exam in March. Workbooks are available for each school-age student at school-grade level to work on at home. These contain relevant study in music history and composers and are very interesting for all young musicians. LPA will administer to our students the state exam in-house in March. **This adds points to the scoring for senior awards at the state level, as does every state-sanctioned event you participate in.** This is an essential part of music arts education and IS REQUIRED for those students seeking top LPA Awards and the CMTA and TMTA Senior Awards.

### **SUMMER CAMPS**

LPA will offer a summer camp in Music Theory. This camp includes theory games and activities, as well as contests and Prizes to prepare students for the TMTA Music Theory Exam. Other camps/workshops may be announced as determined.

### **BOOKS AND MUSIC STUDY/SUPPLEMENTS**

Students will receive Lesson and Repertoire books and/or copies, Theory books, World of Music workbooks and other needed items from LPA for an additional fee. This will appear on your invoice as purchased and presented to the student.

Remember that copyright laws are now stricter and students are REQUIRED to provide an Original Book at Contests.

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