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From the Piano Studio Of
Linda Jackson, BME

My profession is to teach music in my home. My goal is to develop the musical potential of each of my students and to provide a balanced field of instruction in repertoire, technique and music theory. My goal is also to give the students an opportunity to be confident and proud while learning a life-long skill.

As a member in several music teacher associations, I am able to keep informed of new techniques and fresh ideas in teaching music so you will receive quality instruction in piano. I continue to study piano, educate myself at conventions/workshops, and share with other music teachers to ensure innovative, up-to-date, and quality teaching.

As an independent music instructor, I have certain professional policies of which you should be aware. Please read the following policies carefully:

What you can expect from me:

1. I will be ready and prepared for each student giving individual support, instruction and encouragement.
2. Students will receive one 45-minute private lesson a week unless special times are discussed and deemed appropriate for the student.
3. A make-up lesson will be provided if **24 hours notice of absence** has been made or an emergency exists such as illness, accident, etc. Make-up lessons are offered as scheduling allows.
4. I will give non-interrupted professional piano instruction.
5. I will prepare and provide a venue for student performances. Different performance opportunities are: in class, recitals for family and friends, festivals in area, etc.
6. I will send Monthly Invoices by e-mail at the end of each month.
7. I will provide literature for students, which will be billed at cost plus tax and a small handling fee on the Monthly Invoice.
8. I will file forms and pay fees for festivals and contests as agreed upon by student. Fees will be charged at cost on the Monthly Invoice.

What I can expect from you:

1. Please be on time to your lessons. Late minutes cannot be made up due to other students' time schedule.
2. Purchase all literature from the teacher and payment will be made with the next monthly statement.
3. Monthly invoices will be sent by e-mail the last week of each month. Payment of lessons is due in advance on the first of the month and considered late on the 10th of the month. There will be no refunds given.
4. The student is expected to finish a semester. If there is cause to leave the studio, **one month notice** should be made to enable the teacher to fill your time spot.
5. This studio follows the public school holiday schedule. **Early release days and teacher work days are NOT considered a holiday.** On bad weather days this studio is flexible. If the student is able to make class without risking injury, a lesson will be taught. If the student is unable to make class, a make-up lesson will be offered at the next convenient time for the teacher.
6. Students will be given opportunities for performance and are strongly urged to participate, although this is **not a requirement**. Students of all levels should learn, work on, polish to performance level, and present pieces for others to enjoy. Opportunities will be discussed in the Fall and may include:
 - Recitals in a small class group in the studio
 - Recitals for family and friends in an auditorium (recital fee)
 - Theory exams presented city-wide (small fee)
 - City-wide festivals with Cypress Creek Music Teachers Association (small fee)
 - Playing for church
7. Students are expected to practice the suggestions itemized in the Lesson Plan Book. Generally, thirty minutes each day for five days should be enough to grasp the lesson and move forward. The five days do not need to be five consecutive days. This method of practice is more effective than practicing one hour the day before the lesson.
8. Lessons are private and only the student is allowed in the Studio. Please have other plans for precious little ones. Thank you.

STUDENT NAME _____ TIME _____

Please return this form with 1st month's payment on or before your first lesson.

I/we have read the policies of the Linda Jackson Piano Studio and agree to follow these policies to the best of my intentions.

Student Signature

Date

Release form:

I _____ give my permission for Mrs. Linda R. Jackson to teach me piano lessons in her home on 8018 Null Court, Spring, TX, 77379. I further give permission to Mrs. Jackson to administer first aid as may be necessary for my safety if my spouse or other family cannot be reached.

Signature

Emergency Contact Information:

Spouse Name: _____

Cell Number: _____

Home Phone: _____

Address: _____
Street City Zip

E-mail address: _____