

# Your Studio Name

## Music Studio Policy Template

The purpose of this Music Studio Policy is to create clarity, consistency, and a positive learning experience for students and families.

### LESSONS & SCHEDULING

- Lessons are held weekly at a reserved time. Lesson length is set at registration.
- Please arrive on time. Late arrivals do not extend lesson time.

### TUITION FEES & MATERIALS

- Tuition fees are based on enrolment not attendance.
- Students are responsible for required books and materials.

### ATTENDANCE & MISSED LESSONS

- Missed lessons due to illness, school activities, vacations, or other commitments are not refundable. Advance notice of absences is appreciated.
- Re-scheduled lessons are offered as a courtesy and are not guaranteed.
- Lessons missed by the teacher will be re-scheduled or credited.

### RECITALS, GROUP CLASSES, & PRACTICE

- Recitals are a positive part of music study. Participation expectations and any related fees will be shared in advance.
- Group classes support musicianship and studio community. There is no refund for missed group lessons or recitals.
- Practice expectations will be discussed in lessons and adjusted as students develop.

### COMMUNICATION

- Email or the studio's communication platform is the preferred method of contact.
- Regular parent-teacher meetings are scheduled to track student development.

### COURTESY, HEALTH & SAFETY

- Students are expected to treat the teacher, studio space, and instruments with respect.
- When students are unwell, online lessons may provide continuity as appropriate.

### ENDING LESSONS

- A notice period (e.g., 30 days) is required to withdraw from lessons.

### ACKNOWLEDGEMENT

By enrolling in lessons and paying tuition, students and parents acknowledge that they have read, understood, and agree to the studio policies outlined above.