

Rachel's Music Lessons
(780) 239-4402
RachelMcLellan.ca
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Rachel's Music Lessons: Studio Policy 2021-2022

Lesson Payment

I am happy to accept payment by cash, cheque, or Interac eTransfer. Receipts are available upon request. Invoices will be sent out on the first of each month. Please pay in full at the beginning of the month – let me know if this is ever an issue. Lessons will be halted if two weeks pass without payment and will resume upon payment in full. I charge \$27 for half hour lessons and \$50 for full hours.

Parents in the studio

For the first lesson with me, and often the first few, I recommend parents sit in on their children's lessons. Beyond the first few lessons, I welcome parents whenever they would like to sit in, however, I find many of my students are distracted by their family members and don't always do their best work when they are 'being watched.' Parent attendance in lessons is always up to the parent and student, and their own comfort levels.

Recording lessons

Students may record their lessons as a means of reviewing their work, but please let me know in advance. I can record the lesson and upload the videos/audio to Google drive for those who would like recordings but are unsure of the technological aspect. For online lessons, it is easy to press 'record' on Zoom. Watching lessons back can be beneficial and may offer insight, particularly for advanced students. These recordings are tools for practice only and are not to be shared to grandparents, cousins, your Facebook page, etc., unless we have specifically talked about it and recorded a piece/song specifically for that.

Lesson times and cancellations

I teach Monday through Friday from 10am to 8pm. Lessons can be scheduled outside of these hours on a case-by-case basis when needed. I will not answer my phone during lessons, but feel free to leave a message or text and I may be able to answer it in between students. I will do my best to respond to emails and messages within 24 hours.

Please inform me of any lessons you are aware will be missed as soon as possible. Make-up/rescheduled lessons will be available with a minimum of 24 hours' notice of cancellation, via phone, text message, or email. Upon the second missed lesson without 24 hours' notice, you will still be charged, with no make-up lesson. This is to respect both your time and mine.

Lesson time will not be made up for students who arrive late.

If for some reason you need to terminate lessons during the year, I do ask for a month's notice so I can reach out to other students who want that time slot.

Piano and Metronome

All piano students need to have a piano at home for practicing. A tuned acoustic piano, or a digital piano with 88 weighted "touch sensitive" keys plus proper foot pedals are acceptable. Lesser digital pianos are acceptable only for beginner students, and I encourage you to upgrade as soon as possible. Acoustic pianos should be tuned at least once a year.

I recommend voice students, especially beyond beginner level, have a basic keyboard to help with music theory, starting notes, and music comprehension.

All students will need a metronome, or a metronome app. Google Metronome is easy to use and find – simply google the word 'metronome!'

Practice Expectations

If there is a lack of progress, there is probably a lack of practice! Ideally, students should practice at least 4-5 days a week. Specific amounts of practice time are not assigned to each student. Instead, students should practice long enough to complete their weekly assignments.

The quality of practice time is more important than the quantity of practice time.

Support from parents is an important factor in a child's musical development. When parents take an active role, their progress tend to be more enthusiastic and productive. Create a quiet space where the student can practice and schedule a time for practice each day – consistency makes a big difference. Parents are not required to have a musical background to help their children with music lessons. Simply sharing an interest in your child's progress and providing attention and support are the best first steps.

Lesson Procedures

Please arrive a few minutes prior to your lesson time. Siblings who take lessons back-to-back are welcome to wait in my living room and silently read, draw, or work on homework during each other's lessons. I also have a digital piano available with headphones for students to practice and warmup before their lessons. Please bring enough materials to stay occupied and quiet. I do not provide childcare.

Food, gum, and non-water drinks are not allowed in the studio.

Lesson Supplies

Please ensure your child brings the following to every lesson:

- Piano lessons
 - Piano Adventures Lesson Book (unless using a different series)
 - Piano Adventures Theory Book (unless using a different series)
 - Other assigned books
 - Binder for sheet music, handouts, and lesson notes
 - Water bottle (optional)
- Voice lessons
 - Full Voice workbook
 - Binder for sheet music, handouts, and lesson notes
 - Water bottle (optional)

Note: I recommend keeping all these items in a separate ‘music class bag’ so they are not misplaced during the week. If a piece of sheet music is forgotten at home, we will likely not be able to work on it that day.

Covid-19 Note

Due to the current pandemic, I will be doing extra cleaning of doorknobs and piano keys. Students must either use hand sanitizer or wash their hands before lessons. This is not a guarantee of safety. If the student is feeling ill, please stay home. We can then complete lessons online or reschedule. Masks are optional, and I am happy to wear one if the student or parent prefers. I am vaccinated, but I cannot guarantee other students are vaccinated.

Online Lessons

Online lessons will be held through Zoom. Please see the additional document about online lessons for more information.

Please let me know if you have any questions or concerns. Let’s make music together!

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MMus, BMus, RMT

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