

Michael Lindsay's Teaching Studio

Intro Packet: Fall 2019 - Spring 2020

Hello -

Here's some additional info to get you started.

Included in this packet:

- Studio Policies
- Studio Policy Helper Infographic (for visual learners)
- BONUS: Extra Ways To Support Your Musical Growth

If there's anything in here that you have questions about, take issue with, or could use help understanding, please let me know.

Michael Lindsay's Teaching Studio

Studio Policies: Fall 2019 - Spring 2020

For "Weekly Lessons Paid In Advance" students

SCHEDULING & PAYMENT

These two go hand in hand. Scheduling is discussed to confirm which dates and times to reserve, and payment is made to reserve those lesson times. Without payment, no lesson times have been reserved.

In practice, the way this works is that we will find a time that works for you on a regular basis and you will make payment for all lessons that month to hold your spot. Thereafter, during the last lesson of each month, we will briefly look at the next month to make accommodations for any scheduling abnormalities and to make payment for that month's schedule.

Important:

Please be prepared to discuss scheduling and to make payment during the last lesson of each month.

If payment and scheduling are not made during that lesson, and instead are handled outside of that time, a \$10 admin fee will be applied. Additionally, your recurring time slot is no longer being reserved. If you wish to keep your recurring slot, please follow up promptly.

For parents of students who are often not present during the lesson time, let's discuss so we can find an arrangement that works for both of us.

Acceptable payment methods: cash, check, PayPal, and Venmo (with Venmo being preferred).

EXCEPTIONS TO OUR WEEKLY SCHEDULE

- In a month where our weekly schedule is interrupted by a big holiday or an important event, you can exclude that missed lesson time from your payment for that month.
- For conflicts that are not big holidays or important events, or for conflicts that come up after you have paid for the month, see "Rescheduling" and "Alternate Lesson Options" on the next page.
- I know the terms "big holidays" and "important events" are open to interpretation. Simply consider your investment in musical growth, and my investment in you, when deciding to miss a lesson verses using an Alternate Lesson Option.

For "Pay Per Lesson" students

SCHEDULING & PAYMENT

These two go hand in hand. Scheduling is discussed to arrange a date/time to reserve, and payment is made to reserve that lesson time. Without payment, no lesson time has been reserved.

Students can contact me whenever they like to discuss available lesson times and confirm that slot with payment. Because my schedule is structured around my weekly students, I ask for your flexibility as I cannot guarantee a consistent time slot. Additionally, bookings must be made one-at-a-time.

(continued on next page)

For all students

RESCHEDULING

- I allow rescheduling but please reserve it for rare circumstances. I also cannot guarantee my availability.
- First consider the "Alternate Lesson Options"
- I will request a \$10 administrative fee for frequently rescheduled lessons.

ALTERNATE LESSON OPTIONS

Live Video Call Lessons: This applies if you can't physically get to the lesson but still want the lesson at your scheduled time. Please notify me in advance so we can make arrangements for a successful video call.

Pre-recorded Video Lessons: This applies if you know in advance that you can't make a scheduled lesson time. Record yourself playing your practiced material, then submit the video recording to me before your scheduled lesson time. I will use that time to view your video and send you a response video in return. Please notify me in advance for details.

Donate Your Missed Lesson: If you paid for a lesson time and you can't reschedule or do a video lesson, your payment will go into a scholarship fund for students in need of financial assistance. Or if you'd rather, you may donate your slot to a family member or friend.

MISSED LESSONS

Due To Illness: We (both you and I) each get one "sick day" per school-calendar year. Beyond that:

If I am sick and we are unable to reschedule to a later time, you get a free lesson.

If you are sick and we are unable to reschedule to a later time, I keep the compensation for my time.

Other: If I make a mistake and miss a lesson, you get a free lesson.

If you make a mistake and miss a lesson, I keep the compensation for my time.

ROUGH WEATHER

Please be safe, but let's keep our momentum going. Beyond one "snow day," we will continue at our scheduled time via video call.

ADDITIONAL COSTS OR FEES

- Material costs are very modest and you'll be notified in advance. Usually, beginner students need around \$40 for books and materials to get started.
- NFMC participation fees are around \$20.
- Administrative fee of \$10 for: 1) frequently rescheduled lessons, and 2) not scheduling/paying during the last lesson of the month (for "Weekly Lessons Paid In Advance" students)

STUDIO ETIQUETTE

- Students should arrive on time and be picked up promptly after their lesson time.
- I request that shoes be removed when entering the studio.
- To prevent the spread of illness, students who are ill should not come to their lesson. If a student is well enough to have a video call lesson, please contact me to arrange that.

MISCELLANEOUS

- Students can anticipate annual rate increases in keeping with cost of living increases and services offered.
- As obvious as this sounds, I can't be held accountable for a student's progress, or lack thereof, if my instruction is not followed or is modified.
- I reserve the right to end our collaboration at my discretion. Thankfully, I've never had to do this and would only do so under the rarest of circumstances.

You've scheduled and paid for a lesson.

You realize you have a conflict after confirming a lesson time.

You just want to reschedule.

You get sick.

You make a mistake and miss the lesson.

Do you really need to reschedule or could an alternate lesson option work?

Have you used your sick day yet? (One per school-calendar year)

You pursue the option to reschedule knowing there is no guarantee of availability.

Yes

No

Lesson is successfully rescheduled.

In cases of frequent rescheduling, \$10 admin fee is paid.

No reschedule options available.

Lesson payment will be credited to next month.

I keep the payment as compensation for my time.

Remember, if I make a mistake and miss a lesson, you get a free lesson.

You chose one of the Alternate Lesson Options.

Make arrangements for a lesson via Skype, FaceTime, or Google at your scheduled lesson time.

Record a video lesson in advance for Michael to review during the lesson time. You'll get a response video in return.

Donate payment of lesson to scholarship fund, or make arrangements for a family member or friend to take the lesson instead.

BONUS: Extra Ways To Support Your Musical Growth

Look at the list below and see if one option jumps out at you. These vary from having direct musical application to addressing more of the root level of the creative process. Some of these may seem confusing, irrelevant, or unhelpful. Pick one that works for you. There are many ways to approach these experiences and I am happy to discuss how to make the most of them. Additionally, any reflections you have are encouraged for discussion in our lesson time.

Go to a concert.

Perform some music you have already learned for supportive family or friends.

Go to an art museum.

Eat some really great food.

**Listen to music that you used to listen to all the time,
but have since stopped.**

Consider if purchasing an upgraded instrument is realistic for you.

Search for “artists like” the artists that you already enjoy.

**Go to a music store and browse books for music you might enjoy,
or may have never heard of.**

Read a biography or watch a movie about an artist that you resonate with.

**Consider if you actually know what music you like. If you're not sure,
consider what poems, writings, artwork, or other things you find moving.**

Set aside time to enjoy being outdoors, in movement or in stillness.

Share with me if you find that this list is frustrating to you.

Ask me for a tailored suggestion.

My two cents:

Music, creativity, art, expression are words that can be hard to define and have a lot of overlap. In my view, what makes music / art / creativity meaningful is that which is being expressed by it. This can become a philosophical discussion - which I'm open to - but is not my aim here. The list above is offered in hopes that, initially, you might get a boost of inspiration, but ultimately, that you might find a part of you that wants to speak which has not been given a chance to speak.

Do you know how to listen for those parts of you? Do you want to listen to what those parts are saying?

When you connect with a part of you that wants to speak, and *you want to let it speak*, that is when your music / art / creativity will literally come to life.