



Central Baptist Church *School of The Arts* Policies

Communication - School of the Arts has its own phone line: 936-328-8682. If you have any questions or need assistance please call this number and leave a voice mail message. Your call will be returned as soon as possible. School of The Arts information is also available through the Central Baptist Church website **www.makinggodknown.net**. Look under Quick Links on the website.

The current yearly registration fee is \$50.00 per student. The year covers September through May. You are committing your child to 9 months of lessons. If the student drops out, payment must be made for the remaining months of instruction.

Tuition - Class tuition is based on a flat monthly fee and is due ON the first lesson Monday of each month with the exact cash amount or a check. A volunteer will be available the first lesson Monday of each month in the Welmaker Building to receive payments. The instructor will receive your payment (checks only, no cash) on the second Monday of the month if not paid on the first Monday. Payments may also be dropped off at the church office. *All checks are to be made payable to Central Baptist Church.*

Tuition will be considered late if not received by the first lesson Monday of the month. If the instructor is absent on the first lesson Monday of the month, the student may pay on the second lesson Monday without a late fee. We are blessed with an excellent staff of instructors. Please respect our need to pay our instructors on time so that they can continue to offer these lessons. If tuition is not paid on the first lesson Monday of the month, a \$10.00 late fee will be charged. No lessons will be taught after the 15th of the month, unless tuition has been paid. If tuition payment is not made on the first lesson Monday of the month, a "Don't Forget" reminder note will be sent to you.

Missed Lessons - Lessons missed by the student for any reason are non-refundable and no make-up lesson will be given. When a student is going to miss a lesson, twenty-four hours notice to the instructor is preferable. If a student wakes up ill on a lesson morning, parents should call the instructor as soon as possible. When it is just not possible to notify the instructor ahead of time, please call 936-328-8682 and leave a message.

If the instructor misses a lesson, a credit will be given to the student on the next month's tuition. Make-up lessons will not be given. Instructors are responsible for contacting their students and the S.O.T.A. Director as soon as possible if they will be absent.

Music Lessons Currently Offered

Strings: Each Studio (Cello/Violin/Viola) - String players will have a 30 minute private lesson. When we have enough students, a one-hour group session in addition to the private lesson, is required and is included in the tuition. This applies to children up to and including 6th grade.

Guitar, Electric Guitar, Bass, 5-String Banjo, Mandolin, Harmonica: Private instruction will be provided in 30-minute increments.

Voice: (when available) Private instruction will be provided in 30 minute increments.

Group Classes (when available) Classes are in one hour blocks unless otherwise specified by the instructor. A minimum of 10 students is required for a class to make.

Note: Each studio is tailored individually by the instructor as to what he/she expects and requires.

Scholarship Information - Scholarship applications are available upon request. The Scholarship Committee will meet during the summer to review applications and make scholarship awards as funds are available. Continuation of the scholarship award is contingent upon funds being available and the instructor's evaluation of the student's progress at the end of each semester.

Odds and Ends

All lessons will be given and all recitals will be held at Central Baptist Church.

SOTA will follow the Livingston Independent School District Calendar. We will observe the same Holidays and Spring Break. S.O.T.A. will be in session for LISD teacher work days, planning days and bad weather days. Days that LISD has to suspend school because of inclement weather will also be observed by S.O.T.A.

Access to the Welmaker Building (Building E) will be through the front door **ONLY** on Monday evenings. This helps with safety.

Students are responsible for renting or purchasing their own instrument. S.O.T.A. will provide a list of resources for renting/purchasing instruments.

Students are responsible for purchasing their own materials as required by their instructor. S.O.T.A. will provide a list of resources for purchasing required materials.

Students are responsible for bringing their own music stand **if** required for their lesson/class.

Students are expected to be punctual and to have practiced at home as required by their instructor.

A parent must be present during the student's lesson or class. This applies to students up to and including 8th grade.

Why Do Parents Need To Be Present During A Child's Lesson?

The School of The Arts supports family!

We believe the parent is the teacher at home. The parent's presence during the lesson will help the parent direct the child at home with their practice.

It promotes a better parent/child relationship. A parent who is actively involved with the student during a lesson will better understand and be compassionate toward their son/daughter as they work on their instrument.

Parents will see face-to-face the instructor and his/her way with the child. Music teachers have so much influence on a student and the shaping of a child's self esteem. The parent who is present at the lesson will be a part of this process.

There is a proven difference in children's progress when the parent is present in a lesson.

The School of The Arts believes in protecting the students and instructors.

In today's world, one cannot be cautious enough. A parent's presence during a lesson will help keep both the instructor and student safe.

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Music Lessons

Strings: Each Studio (Cello/Violin/Viola) - String players will have a 30 minute private lesson. When we have enough students, a one-hour group session in addition to the private lesson, is required and is included in the tuition. This applies to children up to and including 6th grade.

Guitar, Electric Guitar, Bass, 5-String Banjo, Mandolin, Harmonica, Piano, Voice (when available): Private instruction will be provided in 30-minute increments.

Group Classes (when available) Classes are in one hour blocks unless otherwise specified by the instructor. A minimum of 10 students is required for a class to make.

Note: Each studio is tailored individually by the instructor as to what he/she expects and requires.

Recitals

S.O.T.A. recitals will be once a semester on the last lesson Monday. Each studio/class instructor will be responsible for arranging their recital.

Students, excluding adults, are required to perform at the end-of-semester recitals, and should remain for the entire recital. If the date of the recital is in conflict with the students schedule, he/she may inform his/her instructor and arrangements can be made for the student to take part in another studio's recital. If a student does not take part in a required recital, a \$25.00 fee will be due from the student (parents).

Instructors will be responsible for putting together their printed recital program. If you need the church office to make copies (black & white only) of the "camera ready" program, submit it a minimum of several days prior to the time you will need it.

Choose recital pieces that highlight the student's work, progress, and current level of proficiency. Standard literature is preferred.

Students will be instructed in proper performance etiquette. Students should WALK to the stage, BOW, perform their piece, BOW, and gracefully exit the stage area.

Students are to be at their recital location at least 15 minutes prior to the beginning of the recital. Instructors should be available to help line up the students and tune instruments, if necessary.

The S.O.T.A. recitals will be no longer than one hour and fifteen minutes in length. Individual selections will be no longer than 5 minutes unless approved by the director.

Dress for recitals will be Sunday attire. **Guys:** coat & tie or your best pants & shirt **Girls:** dress or skirt and blouse or pants suit (You do not need to buy a special outfit for recital.)

Rehearsals are limited to TWO weeks prior to the recital and MUST be scheduled around normal church functions and activities. Check with S.O.T.A. coordinator or director to schedule and requested extra practices.

Encourage parents of students to consider a sitter for small children since it is difficult for little ones to stay still and quiet for the duration of a recital.

An accompanist will be required for some instrument recitals. The instructor will inform the student and parents of this need as applicable as well as the SOTA coordinator. The student will be charged the \$10.00 accompanist fee near the end of each semester prior to recital.

A child performing his/her instrument requires concentration. Encourage parents and children to remain still and seated while the student is performing his/her piece. One can move out after the piece is played. All cell phones and pagers should be turned off. Please do not use flash photography during a performance please – it is very distracting for the performer.