



## Student Registration Form

### Student Information

Full Name	Birthdate	Gender
Mailing address		
Home address (if different from mailing address)		
Student's cell number (if applicable)	Student's email (if applicable)	Student's school

### Parent/Guardian Information

Mother's Name	Father's Name	Other parent/guardian's name (if I should be aware of them)
<p><b>Child lives with (check one)</b></p> <p><input type="checkbox"/> Both parents <input type="checkbox"/> Mother only</p> <p><input type="checkbox"/> Father only <input type="checkbox"/> Other (please explain below)</p> <p>_____</p> <p><b>What is the best method for contacting you?</b></p> <p><input type="checkbox"/> Phone</p> <p><input type="checkbox"/> Text</p> <p><input type="checkbox"/> Email</p> <p><input type="checkbox"/> Facebook Messenger</p>	<p>Primary parent(s) Address (if different than student's above)</p> <p>_____</p> <p>Primary parent(s) Home Phone</p> <p>_____</p> <p>Primary parent(s) Cell Phone</p> <p>_____</p> <p>Primary parent(s) Email Address</p> <p>_____</p> <p>Can I text you in cases of lesson cancellations, traffic delays, etc? Y N</p> <p>Do I have your permission to email you regarding your child's lessons?</p> <p>If yes, please sign: _____</p> <p>(The above permission is required by Canadian spam laws)</p>	
<p>If Facebook Messenger is chosen as your preferred contact method, please be aware that you may receive messages from either the studio page or my personal profile, Karla King, as sometimes the studio page inbox acts wonky.</p>		
<p>Who should be contacted to discuss lessons? _____</p> <p>Who should be contacted to discuss payment? _____</p>		
<p>Does your child have any medical concerns or allergies that I need to be aware of, or that may affect their lessons? For example, environmental allergies, Aspergers, ADHD, learning disabilities.</p>		

**Previous Instruction/Musical Background**

We would like to know if the student has had any previous music or piano lessons, or any other related musical experience such as singing in a choir or playing another instrument. Please describe any previous musical instruction or experience here:

Is the student looking forward to taking piano lessons? Y N

Does the student like school? Y N Favorite subject: \_\_\_\_\_

Student's Hobbies/Interests: \_\_\_\_\_

Other extra-curricular activities student is participating in: \_\_\_\_\_

Does anyone else in the family play any musical instruments? Y N

**Lesson Information**

Instrument (circle one): Piano Trumpet French Horn

At this time, all lessons are once per week for half an hour, and are \$100 per month regardless of whether there are 4 weeks or 5 weeks in the month. The first lesson in September will fall during the week of September 11 to 15. This is to give students a chance to start back to school and get settled before throwing another activity into the mix. As a result, there are only 3 lessons in September, and due to holiday breaks there may be less than 4 lessons in other months, however the monthly fee is still \$100.00, in lieu of a separate materials fee to cover photocopying, stickers, flash cards, etc. Monthly fees do **not** directly relate to a per-hour lesson fee, but rather are a reflection of time spent teaching, preparing for lessons, creating lesson material, etc.

There are breaks in lessons which coincide with the public school system's winter break and spring break. Most students do not take lessons during the summer break, however if this is desired, please discuss with Karla.

**Statutory Holidays**

When there is a statutory holiday that falls on a Monday, you will be contacted to discuss whether you would like to keep your lesson time as is, move it to earlier in the day, or make other arrangements.

**Festival**

There will be no lessons during the week of the Peace River North Festival of the Performing Arts, except for students performing in the festival. All students who have been playing for more than two years are strongly encouraged to consider entering the festival. Festival dates change from year to year, but are usually towards the end of April.

## **Payment Options**

Please choose one of the following payment methods:

- 1) A Series of post-dated cheques made out for the 1<sup>st</sup> of each month. Please make cheques payable to Karla King, NOT to Ravensong Music Studio.
- 2) Cash/cheque/e-transfer payment on or before the first lesson of each month.

I prefer to NOT receive payment for an entire term at once. This makes it easier to account for missed lessons.

## **Missed Lessons**

Due to fairly tight scheduling, it is often not possible to make up for missed lessons, unless the lesson is cancelled by the teacher. Any missed lesson instigated by a student (or their parent) due to illness or otherwise will be made up as long as a minimum of 24 hours notice was given. If you are planning to be away for a 2 week period or more and know ahead of time, please speak with Karla and your payment for that month will be adjusted.

Any missed lesson instigated by Karla due to illness or otherwise will be made up, or accounted for via a reduced fee for the following month. Parents will be contacted to discuss any individual absences directly. Occasionally I will need to cancel a lesson here or there due to a semi-chronic illness.

## **Cancellation Policy**

Any student in his or first year of study with the studio may cancel at any time up to the Winter break without penalty. After the Winter break of a student's first year, a cancellation fee that is equivalent to 2 lessons will be charged unless 4 weeks' notice is given.

## **Required materials and equipment**

All students must have a piano or full size keyboard with weighted keys to practice on outside of lesson time. It is recommended that students also have a metronome available for use. This can be in the form of a smartphone or tablet app – there are many free ones available for download.

Any student working from books in the Royal Conservatory series will be required to purchase their music books, however these will be purchased by the teacher and billed to the student as I receive a teacher discount that I will pass on to you. The vast majority of all other materials will be provided, including worksheets, binders, flash cards, etc.

## **Home Practice**

Practice at home between lessons is extremely important to a student's progress. We have found that when students don't practice between lessons, we often end up repeating the same material week after week, and students make no progress. It is strongly recommended that students practice a minimum of five days per week (not including their lesson day), for a minimum of 15 minutes per year of study. Practice can include time at the piano, or time spent on at-home worksheets, flashcards, etc. To help encourage practice, the studio has a program where students receive points for every day practiced, as long as their practice sheet has been signed off by a parent. Points will be tracked and will be spendable at various times during the year on prizes.

## **In-Home Lesson Policy**

This year, we have a number of students receiving lessons in their own homes. While this is not ideal, it seems to be popular and work fairly well in this area. To facilitate the best learning environment for in-home lessons, we have developed the following policy:

- a) Siblings should be kept out of the piano area while one student is having their lesson, unless the day's lesson includes an activity such as a game that can be played by multiple students at once.
- b) Except in cases of very young students (up to age 5/6), parents are welcome to be present for the first couple of lessons, and then it is recommended that they not be present in the room unless the teacher requests it specifically. Studies have shown that students learn better without their parents present, and their behavior and attention span is generally better when their parents are not around.
- c) In cases where multiple siblings are taking consecutive lessons on the same day, as a general rule it is best if the students go in age order, starting with the youngest student. This tends to help with attention span.
- d) While we are very pet friendly, it is generally best if pets can be removed to a different room after saying hi (since we know how much they all love to sniff-vestigate any new people in their territory).

## **Student Hygiene**

All students should arrive at their lessons with their fingernails trimmed short and neat. **Trying to play the piano with long nails is like trying to run in high heels.** Students should also wash their hands thoroughly with soap and water before their lesson. Students are welcome to visit the washroom at the studio for this purpose, before their lesson.

## **Important Note regarding winter weather in this area**

As I currently work during the day in Fort St. John and must travel to Baldonnel/Taylor for most of my students' lessons, and as the Peace Region is prone to snow and other extreme weather, there is a small chance that if a snowstorm hits during the day, my return home may be delayed. For this reason, I strongly recommend providing me with a cell phone number for emergency use. If I am stuck in traffic on the highway, I can text or call students or their parents and advise of any problems. Any lessons missed due to weather or traffic problems will be made up as soon as possible.

## **Important Notice regarding Animals**

The studio is an animal friendly home, and while we make as much effort as possible to sweep up the animal fur, we cannot guarantee that you will never see any animal fur in the house. For this reason, we are unable to take any students with severe pet allergies. You may also see cats during your lesson, most of them are shy and will probably hide downstairs, but two of them have days when they want to be really social and I may need to briefly interrupt a lesson to lock them up as they can be somewhat pesty. We will be bringing a puppy into our family this fall and you may see her occasionally as we are trying to socialize her well. We also have a backyard chicken coop. Please do not enter the back yard to see the chickens before or after your lesson unless accompanied by Karla or her husband Ian.