

Robin Song's Private Lesson Contract

Student Copy

Lesson scheduling and cancellations:

- Please text me to find a time and date for the lesson.
- If you need to cancel a lesson for any reason, please text me at least **6 hours before the lesson**.
- If you do not notify me at least 6 hours before the lesson, I will charge for the lesson.
- If you need to reschedule a lesson, it must be rescheduled within 24 hours. Otherwise, we will simply skip the lesson.
- If I am at the lesson and the student is not, I will charge for the lesson.
- If I need to cancel last minute, your next lesson will be free.

Requirements:

- Must have an instrument to practice at home
- Sheet music/music book(s)
- Pencil or erasable pen
- Possible flashcards (If needed)

Practice:

- Beginner students must practice for at least 10 minutes **a day**.
- Intermediate students must practice for at least 30 minutes **a day**.

Tips for practicing:

- Go through the music slowly at first. Make sure you have all the right notes and fingerings the book wants. (Fingerings: The small numbers above/below the notes.)
- If you get stuck on something, try "chunking" it. Start with the first/last two notes and slowly add one note above/below the note until it is correct. (Ex.: The music says CDEFG and I am stuck on it. I will begin with the first two notes, CD, and play them until it is correct. After that, I will play CDE until they are correct. Then, CDEF, etc.)
- If it is both hands at once, break it down to one hand at a time. Slowly get each hand comfortable with the music and then put both hands together.
- If you are stuck on the notes, try saying the notes out loud.
- If you are stuck on the rhythms, use a metronome. (Free on google or apps.)

Lesson Expectations:

- The student is prepared for the lesson.
 - Capable of playing through the assigned music with minimal mistakes. (It does not need to be perfect, but it should be apparent that the student has practiced.)
 - Theory homework is complete.
 - Flashcards are learned.
- The student will listen and be respectful.
- Please do not constantly talk over me if I am trying to explain something.

Parents/guardians:

- You are free to stay for the entire lesson if you'd like.
- If there are any concerns or things I need to know as a teacher, please let me know. I can adjust the way I teach. (Ex.: "The student has poor concentration." I will let them have small breaks to move or make music games to keep them involved.)
- If I am at your home, please let me know if you have a cat. I will take allergy medicine.
- Feel free to contact me if you have any questions about expectations or homework your student may have.

Travel:

- I will do my best to not be late if there is a lesson before you.
 - Traffic might vary the arrival time.
 - The weather might vary the arrival time.
 - I will do my best to inform you if I will be late.

My safety:

- If the roads are bad due to the weather, I am allowed to cancel the lesson.
- If I deem a location or person to be unsafe, I am allowed to cancel the lesson.
- If someone makes a strange/inappropriate remark to me, I am allowed to cancel all contact.

Contact information:

- Robin Scheufele
- Cell: 217-414-1514 (Please text for a quick response.)
- Email: robin.scheufele@gmail.com
- Website: <https://www.robinsongflute.com/>

Robin Song's Private Lesson Contract

PRIVATE LESSONS:

Payments:(Check only one option)

- I agree to pay weekly.
- I agree to pay every two weeks.

Practice time:

- I agree to practice **at least** once a day. (Going through what we learned during the lesson and what to prepare for next time.)
- I agree to fill out any theory homework. (From the theory book)

Books:

- I understand the cost of books is *not* included in the lesson fees.
- I would like a Christmas book.
- I would like the "Gold Star Performance" book. (Challenging pieces to push students. Only available for the Piano Adventures series.)

I agree to the contract for Robin Song's Private Lessons:

Signature: _____