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## on website

# Esther Ng's Music Studio Group Class Policy Letter

### What is Required?

- A piano or touch-sensitive digital piano is MANDATORY at home for practicing.
- Practice is essential to success in music class. Students will have maximum success when at least five practices of 30 to 45 minutes per week.
- Parent's presence at classes is not required but welcomed! Parent's involvement is still mandatory at home to monitor practices by signing off in the middle of the week.

### Regarding Lessons

- 24 hours notice is required for a missed class. The homework sheet will be uploaded to student portal. There are no refunds for missed classes.
- With inclement weather, the internet makeup class will be arranged via Muzie.Live.
- In the case of teacher's illness, the class will be rescheduled.
- The teaching year starts in September and will last until the beginning of June.
- The studio follows school holidays at Christmas and Spring Break.
- The registration fee, non-refundable administration fee & the lesson fees are required to reserve the space in the class. All fees must be payable to your teacher. A student's space is reserved for the FULL year! Lessons fee are non-refundable after July 31st.
- Any NSF Cheques: An Administration Fee of \$20 will be charged for returned cheques. Bounced payments made by cheques or e transfer must be replaced immediately upon notification. The studio reserves the right to cancel the registration or to revoke privileges until full payment is received.
- In case of a medical emergency during in-person classes, I will use my best judgement in obtaining medical care for your child, and you accept the responsibility for any related expenses.
- For students under age 18, a parent/guardian agreement is necessary.