

Welcome to Sandi McMEnamin's piano studio!

The piano is a very rewarding instrument and I am happy that I will be working with your child to develop his/her skill and love of music. The following information outlines the policies used at my piano studio. Please read through the policies carefully:



1. General Information: Weekly private lessons are offered in 30, 45, or 60-minute sessions, depending on the student's age/level. 20-minute lessons are available but are not recommended in the long term.
2. Home Studio: Please park on either side of the road in front of the house. Students are expected to arrive for lessons on time with all their materials and music. Parents and siblings may quietly relax in the studio, wait in their vehicle, or run errands so long as they return to pick up the child in a timely fashion. To discuss student progress, parents are welcome to talk with me during the first or last five minutes of the student's lesson.
3. Practice and Instrument: Students are expected to practise at least 5 days a week, playing each tune and exercise (see diary) at least 3 times. Beginner students can practise on a keyboard but students who have been learning for more than 2 years are recommended to practise on an acoustic or digital piano.
4. Tuition and Payment: Tuition is invoiced by term and must be paid by the due date by bank deposit. *New Fees for 2016/7 - 30 min lesson \$35.00, and 20 min lesson \$25.00
5. Lessons cannot be deducted from the invoice. And there are no refunds. However I will be happy to provide make-up lessons when I can fit them in my schedule.
6. Missed Lessons: Lessons missed through student's non-attendance will be charged but can be made up only if there is a phone call, email or text to notify of absence at least 3 hours before the lesson. Please try to give even more notice if possible. If a cancellation is less than 3 hours before the lesson, or no contact is made, then no make-up lesson will be given. Make-up lessons cannot replace invoiced lessons. Lessons cancelled by me can either be made up or credited, depending on the circumstances. It will be my decision.
7. Piano Exams: A student may partake in piano exams if I think he/she is at the right level and the student and parent wish to do so. Final decision is to be made by me, according to the student's standard and suitability. Exam entries will incur the standard AMEB entry fees.
8. Music books and diaries: It is the parent's/student's responsibility to bring all appropriate books to each lesson. Music diary provides communication between parent-child-teacher. It needs to be checked at each practice.
9. Concerts: As part of their music programme, students are encouraged to perform in periodical concerts. Concerts are usually held later in Terms 2 and 4.
10. Discontinuing Lessons: Every student stops taking lesson at some point. Ideally, this decision is made thoughtfully with plenty of discussion between the teacher, parent, and student so that lessons can cease with a positive sense of closure. The student is committed to lessons until the end of the current term. Notice of discontinuation must be in writing. At my discretion, students may be dismissed at any time if they have unpaid tuition, an excess amount of absences/unprepared lessons, or if they show a lack of interest.
11. Communication: You can contact me by emailing, calling or texting. Please leave a message if there is no answer. I always welcome emails or text messages from students or parents during the week if they have questions regarding their repertoire or other matters.

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