

to the normal schedule until it is once again deemed safe to return to in-person lessons. Alternatively, if the Client does not wish to move to online format they can choose to wait for in-person lessons to resume.

Online lessons: Please ensure all lesson materials (music, pencil, instrument, etc.) are readily accessible, video/audio devices are charged and set up prior to the lesson start time. The Studio cannot guarantee the full length of the lesson if the Student is late to their online meeting. If you will be late please inform us via call, text, or email.

Voice Students will require an additional device to play their accompaniment tracks. It is recommended that the tracks be downloaded to this device, instead of streaming directly from Google Drive, as this can be unreliable if connection is poor.

Google Drive is used for weekly lesson notes, and to share additional materials and any practice audio tracks. Recordings of lessons are also uploaded to the Google Drive following weekly lessons. (Please note that sometimes technological issues can result in the lesson not being properly recorded, and in that case a recording will not be available to upload.)

Quality of video and sound is affected when the internet is being used by too many people, or for activities that use a large amount of data (e.g. other online meetings, online video games/streaming, etc.) As such, please consider the Student's lesson time as time for them to get priority with the home's WiFi.

In-person lessons: Please arrive on time for class with all of your materials and wait outside prior to your lesson start time. Please only enter at the time of your appointment. If another party is inside please wait for them to exit before entering. We cannot guarantee the full length of your lesson should you arrive late. If you will be late please inform us via call, text, or email.

Anyone attending these lessons is asked to self-screen for any symptoms of COVID-19 or other potentially contagious illnesses. If visitors have symptoms of contagious illness or suspect they may be ill, they must immediately notify the studio, and the lesson or booking will be conducted online or rescheduled for a later date. Please provide at least 1 hour's notice to qualify for switching to online format on the same day.

Anyone with COVID-19 symptoms will be sent home (as well as any members of their household who may be accompanying them to the lesson) and will forfeit their lesson. Stacy Jolena Studio staff reserve the right to make this determination. Our full and up-to-date COVID-19 policy can be found at www.stacyjolenastudio.com/covid.

Upon entering we ask that all visitors sanitize their hands (hand sanitizer is available for your use.)

For Students under 18: Please notify us in advance of in-person lessons if your child will be dropped off or picked up by anyone other than their regular guardian(s) named on this form.

Changing format: Once in-person lessons resume, should you wish to have an online lesson instead of your in-person lesson for any reason (bad weather, illness, transportation issues, etc.) please give the

Teacher as much notice as possible. Lesson format can be changed within the 24 hour period before a lesson, but please note that some materials - such as accompaniment tracks, sheet music, etc. - may not be possible to prepare in that time, and lessons may be adapted to accommodate for missing material.

Absences and Rescheduling

You must notify the Studio of absences at least 24 hours in advance of the lessons' start time in order to qualify for a make-up lesson. Any unexcused absences will not be rescheduled and will not be reimbursed. There are no refunds for missed lessons, including those in which you give 24 hours notice. Make-up lessons can be scheduled during the week of the excused absence for a mutually agreeable date, otherwise the next regular weekly class will count as the make-up lesson. If a scheduled make-up lesson is missed and you do not provide 24 hours notice, it still counts as your make-up lesson and will not be rescheduled. If the Teacher must cancel your lesson for any reason, they will notify you as soon as they know of the conflict and will attempt to schedule a make-up lesson, otherwise lessons will resume as per usual on the next regular weekly lesson.

For in-person lessons, if weather conditions are poor, it may be necessary to close the Studio; if this is the case, we will inform you as soon as possible and either conduct the lesson online or schedule a make-up lesson. Please call if you are unsure if the Studio is still open.

In the event that the Client chooses to cease lessons for a period of time longer than 30 days any unused lessons from previously paid Sets may expire and payment will be forfeit, or may be rescheduled, per the Studio's discretion.

Practice:

Students are expected to practice regularly throughout the week. If the Student is uncertain as to how much they should be practicing, or for aid in developing a practice schedule, please contact the Teacher to discuss. Students are expected to have full access to everything they need to practice regularly outside of their lesson (piano Students must have access to a full-size (88 key) keyboard or piano with a sustain pedal, and voice Students must have an area in which they can practice at full volume).

The Teacher will assign material to practice through the week. The material to practice in a week will be outlined either on the Lesson Notes document in the Google Drive, or in the case of physical lessons, in the Students' notebook. The Teacher is available to discuss these notes and lesson contents, and can be contacted to schedule time to discuss these things via call, email or text, should any questions arise.

Materials:

Students are responsible for the purchase of their own books, instruments, and other materials needed for their lessons. The Teacher may send files to be printed out before your next lesson. Students are expected to have **their music books, their 3-ring binder for loose sheet music/worksheets, their pencil, and (for in-person lessons) their spiral notebook** prepared and accessible before every lesson.

Student Information:

Name: _____

Date of Birth (Month/Day/Year): _____

Notes (please include any relevant medical concerns): _____

Emergency Contact Information (if different from above):

Name: _____

Relationship: _____

Phone Number: _____

Deliveries:

The Teacher may have Studio materials to deliver/mail to Students. An address is to be provided below to which items can be either hand delivered or delivered by mail, and where they can be received in a timely matter by the Student. The Teacher will make it known to the Parent(s) that a delivery will be made prior to making the delivery. Safety measures will be taken and clearly outlined for any deliveries made during the COVID-19 pandemic.

Mailing / Delivery Address:

Lesson Details:

Discipline(s):	
Length of Lesson:	
Total Payment per Set (4 lessons):	
Start Date:	
Time Slot (Day of Week/Start Time):	

Payment is to be made in full prior to the first lesson of each Set.

Future Lessons and Seasons:

It is not required to sign subsequent contracts after the first Season. Signing this contract means that you agree to continued compliance with the terms outlined in this contract for the current and future Seasons. New policies and schedule changes may be arranged outside of this contract. An updated contract to reflect these changes may be requested by either party at any time.

RELEASE OF LIABILITY

I understand that my participation in music lessons or off-site events with Stacy Jolena Studio may expose me to unforeseen risk of personal injury, death, or property damage. I hereby acknowledge that I am voluntarily participating in all lessons and events and agree to assume any such risks.

I hereby release, discharge, and agree not to sue Stacy Jolena Studio or any of its employees for any injury, death, or damage to or loss of personal property arising out of or in connection with my participation in any lessons or events from whatever cause, including the active or passive negligence of Stacy Jolena Studio owners, staff, or any other participants of Stacy Jolena Studio.

In consideration for being permitted to participate in Stacy Jolena Studio, I hereby agree, for myself, my heirs, administrators, executors and assigns, that I shall indemnify and hold harmless Stacy Jolena Studio from any and all claims, demands, actions or suits arising out of or in connection with my participation in any of the Studio's events.

I give Stacy Jolena Studio permission to authorize emergency medical personnel to carry out such emergency diagnostic and therapeutic procedure as may be necessary for myself, and also permit such treatment procedures to be carried out at, and by local hospitals for me in the event of an emergency. I understand that any medical expenses will be billed directly to me or my insurance company.

I agree to permit Stacy Jolena Studio staff, agents, and other guests to take photographs and/or video and audio recordings during lessons and performance events without further recourse.

I understand that such photographic images, video, or audio recordings of myself may be used for commercial and/ or promotional purposes. I further understand that I may opt-out of this release with respect to photographs, videos, and audio only by filling out and signing a Media Opt-Out form, available upon request.

I affirm that I have read, understand, and agree to be bound by the terms and conditions of this contract for music instruction through Stacy Jolena Studio. I fully understand that failure to abide by this contact will result in termination of this agreement and membership in the Stacy Jolena Studio will be revoked immediate. I understand that I can also review these policies any time online at www.stacyjolenastudio.com/lessons.

I HAVE CAREFULLY READ THIS CONTRACT, RELEASE, HOLD HARMLESS, AGREEMENT NOT TO SUE, AND MEDIA RELEASE, AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT IT IS A FULL RELEASE OF ALL LIABILITY AND I SIGN IT FREELY.

Student Signature

Teacher Signature

Date

Date