

A close-up photograph of a piano keyboard, showing the black and white keys with red accents on the black keys. The image is slightly blurred and has a dark, rounded rectangular overlay on the left side where the text is placed.

Yungling Piano Studio

Statement of School Policy

Date: 8-16-2011

Statement of Purpose

Yungling Piano Studio is a private piano school offering individual piano lessons with the purpose and intention of educating in the fine art of piano playing through a rigorous development of proper technique and exploration of the virtually limitless range of emotional and intellectual experiences music has to offer.

My Philosophy

Music is an essential part of life and the human experience and should be a part of everyone's education. Studying the piano increases confidence, creativity and peacefulness. The discipline of the craft demands the development of concentration, critical thinking and creative problem solving skills.

My students are extraordinary human beings. I guide them to seek out challenges with enthusiasm and joy and prepare them to successfully navigate and grow from a multitude of complex situations in music and in life.

Music is a physical and mental activity that presents rich opportunities to explore every human emotion. The practice of listening, synthesizing physical responses to emotional stimuli, feeling and self-expression are all explored through music. Music helps us know ourselves deeply and intimately.

Yungling Piano Studio is founded on the principle that music study is **equal** in value as any academic or recreational pursuit and is revered and respected as so by me and all who participate at the Yungling Piano Studio.

What is expected of ...

THE TEACHER

- Establishes tuition to be paid in advance, on, or before the first lesson of the session
- Determines music, length of practice and schedule time for the weekly lesson
- Maintains memberships in professional organizations and continues own musical growth
- Terminates lessons when student is irregular in attendance, repeatedly fails to prepare assigned material, is very disruptive in class, or does not possess the maturity and/or discipline to focus and behave for the duration of the lesson
- Maintains close and personal contact with students and parents to ensure he/she/student is getting most from their lessons
- Makes learning a pleasure and an educational experience so students learn different aspects of music, not just the notes

THE STUDENT

- Arrives on time and is ready for weekly lessons, and is well prepared with all necessary materials and books
- Respects the contract and the teacher by providing at least 2 days advanced notice for cancellations that are non-emergency
- Schedules DAILY practice and creates a practice environment free from distractions
- Takes advantage of performance opportunities provided by teacher as well as in the community
- **Acknowledges the study of music as equal to all educational pursuits and must be willing to make it an undisputed place among all interests and hobbies**

THE PARENT

- Supports the fulfilling of the student's responsibilities and encourages progress
- Provides a well-tuned acoustic or a high-quality electric piano with 88 weighted keys and sustain pedal, adjustable bench and keyboard stand
- Promptly pays for lessons

Requirements for Learning

I acknowledge each teacher has his or her own method of teaching. The requirements below are part of my method of teaching. Please read them carefully.

1. Acoustic pianos must be in great working condition and tuned at least two times a year. If you need a reliable piano tuner, please call or e-mail me and I'll provide a recommendation. All parts of the piano (acoustic or electric) must be in working order. Upkeep of your instrument is a must for maximum learning experience.
2. Rhythm is a very important part of music. Students may be required to purchase a metronome.
3. Proper lighting is essential for your child's musical growth. A piano lamp over the music is ideal.
4. A proper bench that allows the student to play in a comfortable position at the piano is required for development of proper technique as well as avoiding injuries that can impact the use of arms, shoulders, fingers and the back. An adjustable bench is ideal. Each student will be measured for proper seat height. It is expected that this height will be duplicated in the home practice environment.
5. As in studying anything, a quiet room without distractions is the best way to learn. Please do not have a television, phone or other distracting device in the room where students practice.

Getting in Touch

You are welcome to contact me for any reason at 917-595-7137 preferably during the hours of 10am to 9pm. If I am unavailable, please leave the time and date you called and a detailed message and I'll return your call as soon as I am able. Calls/e-mails received on Sunday will be returned on Monday.

Missing Lessons

Punctuality and reliability are essential qualities of a good musician, and I expect all students to be punctual and reliable.

Lesson appointments belong solely to the student scheduled thereto, and are given on a weekly basis with a specific number of lessons per session. ***When a lesson day/time is scheduled, that day/time is no longer available to any other student, nor is it available for any other use by the teacher.***

Please provide a 72-hour notice for non-emergency issues when canceling a lesson. Lessons missed due to illness should be communicated via phone as soon as possible. ***No-show students who do not communicate will not be permitted to request a makeup for that missed lesson.***

Using the VACANT Calendar for Makeup Lessons *

Makeup lesson days/times are posted as VACANT and are regularly updated here:

<http://www.yunglingpianostudio.com/studioCalendar/month.php> To use it:

- 1) Call and cancel your lesson 3 or more days in advance of your absence.
- 2) Find any VACANT slot on the calendar that works for you and call to request it.**

* Last minute cancelations and no-show students are not eligible for participation

** Only contact the teacher for a makeup when there is a VACANT slot on the calendar.

Conditions:

- Makeups are first come, first served.
- Makeups are not provided by the teacher and are not guaranteed or promised. Participation is based solely on availability and member initiation.
- Teacher discretion determines if a cancelled lesson is released to the VACANT calendar.
- Once a lesson is canceled by you, *you have willingly given up your lesson and you will not be able to re-claim your original lesson.*
- No-show students (Students who miss, but do not communicate) are not permitted to request a Makeup for that particular missed lesson.
- All makeup and reschedule requests are granted solely at the teacher's discretion. All refund, credit and exchange policies apply. Please view the entire Yungling Piano Studio Policy document at www.yunglingpianostudio.com

NOTE: If the teacher is sick or the studio is closed by the teacher, you will not pay for the missed lesson if the teacher is unable or chooses not to make it up.

Refunds, Credits and Exchanges

There are no credits, exchanges or refunds given on lessons or pre-registration deposits.

Late arrivals

If the student is late for their lesson, they will receive whatever time is left of their allotted time. If the teacher is late, you will receive the entire lesson time. If you arrive early and the studio is empty, you may warm up your fingers and be ready to go.

Termination of Lessons

Lessons may only be terminated with at least a one month notice before the end of the semester. This must be done in writing and include a date and a reason for termination. If you are considering terminating your child's lessons, please communicate with me the reason. Usually, we can work together to help get over what might just be a hurdle. Many times it requires an adjustment of assignment or type of music to help the child break out of the problem they are having or feeling. Upon my receiving the written request for termination, the parent/student may finish out the semester or end the lessons immediately with full understanding that there is no refund of lesson money.

If there is prolonged illness or natural causes that you have no control over, you are welcome to leave and come back at a more suitable time.

The teacher has the right to terminate the student at any given time at which point a refund of the unused lessons will be given.

Learning music must be a triangle of communication between the parent, student and teacher. If one point fails, the continuity is lost. Therefore, I need to know what is going on in the child's life as well as the family's life in order to create the best atmosphere and desire for learning. When this triangle is set solid between all of us, the child's musical experience blooms greatly.

Requirements for Performing

Students shall have opportunities to perform in studio-sponsored recitals. Recitals can be formal or informal. Formal recitals require students to dress professionally in dress shirts, dress pants and dress shoes. Girls may wear dresses. Boys should wear a tie and sports coat, sweater or vest. Parents are strongly encouraged to dress appropriately and to make the event a day of celebration for the child.

Please remember that performing is an excellent way to develop the strong concentration skills needed to fully learn and control a piece of music and develop themselves as musicians. This also helps in developing self-esteem, discipline, poise, posture and mind control. Students who perform build skills necessary to become self-confident, reliable and secure people who have a transformed and healthy relationship to challenge and risk taking.

Practice Requirements

In order to make the progress that you would like to see, it is important that you follow the guidelines below to insure you are getting the quality education that is being offered to you or your child.

- Practice must be done every day in an environment that is free from distraction. Students need to be well rested, nourished and alert to have a successful practice session.
- Student must look at her/his notebook every day to know what is expected.
- Parents should provide encouragement and positive reflection. Parents should not “hover” or supervise a student’s practice time. Reminders consistent with your parenting style should be employed when guiding your child to be responsible for their practice commitment.
- **Student MUST practice the proper way that is taught to them. If not, the student will jeopardize taking lessons with me.**
- Every piece is to be practiced every day.
- Extra practice time is necessary when days of practice are skipped. It is not possible to cram for a piano lesson.
- There should be pencil marks in the music throughout the years of study, made by the teacher and student. Blank pages indicate the student is not focusing well enough on details within the music.

The Studio

Piano lessons are given for one student at a time and in an environment that allows maximum concentration and focus on the student, the music, sound, listening and the experience of safety necessary for ease in learning. Therefore, guests are not permitted in the studio during lessons. Parents and care providers should plan their drop off and pick up schedules within 2-5 minutes of lesson start and end times.

Arriving too early is an inconvenience to the teacher and the students. If you arrive 5 or more minutes early, please wait just outside the apartment and the teacher will come get you when it is your time to begin.

Wet umbrellas and wet shoes should be left outside the apartment on the floor. Wet coats should be left outside on the provided coat rack. Bikes should be locked appropriately and with respect to the neighbors and businesses nearby. Yungling Piano Studio is not responsible for the loss or damage of any personal property.

Students must wash their hands upon arriving for the piano lesson. And to prevent the spread of illness, hands should also be washed immediately after the piano lesson.

Food, gum and drinks are not permitted in the piano studio. Water may be enjoyed before approaching the piano. Please eat nourishing foods before you come to your lesson. Only students registered for piano lessons may play on the piano.

Students are expected to respect the property of the studio and refrain from touching or playing with things on the computer desk.

Introductory Piano Lessons

I take education seriously. Therefore, I like to meet with new parents and students to get acquainted with prospective students. New students of any age start with a 60-minute introductory lesson. Students will receive a full piano lesson and I will assess their readiness to study music with me. Students age 15 or younger must have at least one parent or legal guardian present during the introductory lesson.

Introductory lessons are billed at the regular 60-minute lesson rate. Please see my website for the current rate information or call 917-595-7137. I'm committed each person be well informed and satisfied with their choice. Participation in and payment for the introductory lesson does not guarantee acceptance into Yungling Piano Studio.

After the introductory lesson, I will express my opinion regarding the child's musical ability and readiness to join me. Please remember that time slots will be accommodated as best as possible, but that the first choices go to the students who are already with my studio.