



## **Evergreen School of Music Payment and Attendance Policy**

Payment for all lessons in the month is due on the first lesson of the month. The cost for half-hour lessons is \$35.00 per lesson.

Every effort will be made to provide a weekly lesson time that is compatible with your schedule. Once a lesson time is agreed upon your teacher will count on you to be there every week. Please understand that music teachers depend on regular attendance for their livelihood and for the student's continued progress. If a conflict with your lesson is unavoidable or the student is sick and contagious please provide your teacher with as much notice as possible. A makeup lesson may be possible within the same month of the cancellation if your teacher has other openings available. Hour lessons are occasionally used as a makeup lesson and the extended lesson is often beneficial to the progress of the student. The last Saturday of the month will be available for makeup lessons if necessary. Makeup lessons must be scheduled within three months of a cancellation or the lesson will be forfeited. Please contact your teacher directly for all scheduling concerns.

**Same day cancellations or no-shows will be forfeited except in the case of serious illness or family emergency. Lessons can not be credited from one month to the next.**

If there is a winter storm on the day of your lesson please make every effort to attend your lesson safely. However if road conditions deteriorate rapidly it would be prudent to contact your teacher directly to confirm that the lesson will still be held.

If you commit to an activity which conflicts with your lesson and no other compatible time is available you will be placed on a waiting list until a time that is compatible becomes available. No makeup lessons will be offered for sports or school-related activities. There will be no lessons on the following holidays: Labor Day; Thanksgiving; Christmas and the week between Christmas and New Years Day; Spring Break Week; Memorial Day and Independence Day. There will be lessons on President's Day and Martin Luther King Day.

During the summer months of June, July, and August individual arrangements should be made with your teacher regarding vacations and holidays. Please commit to as many lessons as possible during the summer to ensure continued progress.

This is a blanket policy adopted by Evergreen School of Music. Please understand that weekly attendance is essential for music students to get the most from their lessons. We hope you value your lesson time and will commit to attending every week.