



# Katherine B. Violin Academy

## Studio Policy

### **TEACHER CONTACT INFO**

Katherine Baloff

Phone: 856-745-4256 (call/text)

Email: [kbaloffviolin@gmail.com](mailto:kbaloffviolin@gmail.com)

Website: [www.KatherineBaloff.com](http://www.KatherineBaloff.com)

Facebook: [www.Facebook.com/KBViolinAcademy](http://www.Facebook.com/KBViolinAcademy)

Instagram: [@KBViolinAcademy](https://www.instagram.com/KBViolinAcademy)

### **MATERIALS**

Students should have the following supplies available to them at each lesson:

- An appropriately sized violin and bow in playable condition (consult teacher if unsure)
- Rosin and cleaning cloth
- Shoulder rest or sponge
- Assigned music, notebook, pencil
- Available at home: chromatic tuner and metronome (apps are fine)

### **PARENTAL/ADULT INVOLVEMENT**

Parents/guardians of complete beginners should be present for at least the first several lessons for best results. Students under the age of 8 should always have an adult present to help during lessons. For total beginners, adult supervision during daily practice is crucial to consistent development and improvement so that is why it is best for them to be present during the lesson to understand what to work on. Though not required, parents of older or more advanced students are always welcomed to attend lessons.

### **RESCHEDULING**

Students should notify the teacher at least a week in advance (or earlier if possible) if they need to reschedule a lesson for any reason or if they have a planned absence. This allows the teacher enough time to plan her schedule for the following week and attempt to accommodate the requested schedule change. As there are about 30 private students in the studio in addition to weekly group classes, changes to the schedule are not always possible.

If the teacher needs to change the schedule due to a performance engagement, she will communicate with the student to find a suitable makeup time or roll the funds over to be applied to the following month.

## **CANCELLATIONS/MISSED CLASSES**

Cancellations due to a true emergency should be communicated to the teacher by phone or email as soon as possible before the scheduled lesson. In these cases, a makeup lesson may be scheduled, or the funds will be rolled over to the following month. No refunds or credits will be given in the case of no-shows or cancellations without sufficient notice.

## **TARDINESS**

If a student is late to their online lesson, the teacher will wait for at least 10 minutes before ending the meeting. If the student is having technical difficulties, please text or email the teacher so she knows you are trying to get in and she will stay in the meeting for the remaining portion of the lesson.

If a student arrives after their scheduled lesson time has begun, the teacher will complete the lesson with the remaining time available. Additional time for student tardiness is not guaranteed.

In the rare event that the teacher is running late, she will notify the student by text or email and will make up the missed time.

## **TUITION**

Tuition reserves the student's weekly time slot(s) in the teacher's schedule except for the few cases where prior agreement has been made to schedule week-to-week based upon mutual availability.

### Private Lesson Rates

- 30 minutes = \$45
- 45 minutes = \$65
- 60 minutes = \$85

## **PAYMENT**

Tuition is to be paid monthly and is due in advance at or before the last lesson of the previous month. Tuition will be based upon the total number of lessons in the given month depending on the number of weeks.

### Payment methods

- Venmo: @Kathtess or scan this QR code:
- PayPal: KBaloff@yahoo.com or click [HERE](#)

