

Studio Policies

Anna Vogltanz | annav@tabdanva.org | (434) 200-0202

Location & Traveling Policy

I do not provide lessons in homes. All students must be willing to travel weekly to their lessons which will be given in the choir room located on the east wing of The Tabernacle:

1978 South Boston Road
Danville, VA 24540

Payment Policy & Lesson Fees

Private lesson fees will be paid at the start of each lesson. I accept cash, check, Venmo, or PayPal. Receipts are available if desired for record-keeping.

Piano: Private half-hour lesson = \$25 Flute: Private half-hour lesson = \$25
Piano: Private hour lesson = \$40 Flute: Private hour lesson = \$40

Tardiness Policy

Students are expected to arrive 5 minutes early to prevent delayed lesson times. In the event that a student is running late, I expect notification if at all possible. There will be no discounts for a shortened lesson caused by tardiness. (However, I will endeavor to give each student their full half-hour or hour lesson by going over time if I am able.)

Cancellation Policy

24-hour notification is required for all canceled lessons. If you fail to give notification 24 hours before the lesson, you will still be charged for the lesson. In the event of unforeseen circumstances or an emergency, notify me as quickly as possible. Any lesson absence without explanation or notification will still be charged, the payment being due at the next lesson.

I will notify the student of any cancellation I need to make a week beforehand. If I must cancel a lesson due to an emergency or unforeseen circumstances, I will notify as quickly as possible. No payment is due for any lessons I cancel.

Inclement Weather Policy

In the event of inclement weather that leads to a closure of The Tabernacle's campus, I will cancel lessons and notify parents and students as quickly as possible.

Required Materials

Every student is expected to have their own instrument that is in good working order. *Piano students must have a piano or a full-sized keyboard at home and flute students must have a flute and a music stand.* If there are any questions concerning this, please contact me directly. I will provide students with lesson materials including books and notebooks. Reimbursement is not necessary.

Practice Expectations

Students are expected to practice outside of their private lesson each week. Practice expectations will vary with the age and skill level of each student, but a general guideline is as follows:

Beginner: 15-20 minutes 3 days a week

Intermediate: 30-50 minutes 4 days a week

Advanced: 60-90 minutes 5 days a week

I will communicate my expectations and concerns on an individual basis regularly with each student and their parent/guardian. Continued failure to meet practice expectations may result in my recommendation that lessons be terminated.

Performance Requirements

Students are expected to perform twice a year in the two annual recitals I schedule for the studio. I will give information regarding these performances well in advance so that the student and family can plan accordingly.

All students are encouraged to find other performing opportunities throughout the year – whether for family or church or school functions.

Terminating Lessons

If at any point a student desires to stop taking lessons, I require a two-week's advance notice before the last lesson and prefer to be informed of the reason for termination. I will work with students and families in any emergent cases.

Contingency Clause

I reserve the right to terminate employment if at any time I feel threatened or am made uncomfortable by any kind of inappropriate or unwelcome behavior.