

**Pearland ISD  
Private Lesson Program  
Guidelines for Participation**

Private lessons are offered as enrichment to classroom instruction and are designed to utilize the broad scope of characteristic literature available for every instrument, voice, or medium. Rather than stress the singular goal of competition preparation, the emphasis instead is on nurturing the independent thinking and individual skills critical to the development of the maturing performer or artist. The focus is on acquiring refined levels of proficiency in tandem with the attainment of an advanced sense of instinct and interpretation.

**Participation**

Private lessons are optional unless a student has been issued a school owned instrument. Private lessons are an expectation of students who are utilizing school owned instruments.

For all students, private lessons can be a great asset to their artistic and performance ability. Private lessons are highly recommended for any student who wishes to make faster progress and gain more enjoyment from the arts.

**Enrollment**

A student who desires to participate in the private lesson program must complete the registration and parental approval form.

**Lesson Times and Location:**

Upon completion of the enrollment form, students will be assigned a private lesson instructor and lesson time. Please note:

- The program director of each school, in cooperation with the private lesson instructor, will schedule lessons for the students who desire to participate.
- The day to which a student is assigned depends upon the availability of the private lesson instructor.
- Student preferences as to time assignments are accepted whenever possible.
- Junior high and middle school students are often scheduled after school as early as possible.
- Lessons occur weekly.

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**Student's Responsibility to the Private Lesson Instructor**

Once a student is enrolled they will be assigned a private lesson instructor. Upon beginning their lessons, students should:

- Provide the private lesson instructor with the following:
  1. Name
  2. Telephone number
  3. Additional contact information such as email.
- Prepare for each lesson.
- Practice at least 30 minutes per day on their lesson assignment.
- Be 10-15 minutes early for every lesson in order to warm-up properly.
- Record the private lesson instructor's contact information.
- Follow attendance policy.
- Provide documentation and exhibit evidence of practice.
- Supply materials required by instructor. The materials are typically low cost and are the responsibility of the student. Such materials may include method books, specialized supplies, solos, etc...
- Participate in all activities required as a condition of study

**Private Lesson Instructor's Responsibility to the Student**

- Provide student a quality private lesson which contributes positively to the development and continual improvement of the student as a musician, performer, or artist.
- Instill an appreciation for the arts
- Cultivate the desire to make participation in the fine arts a lifelong activity.
- Exhibit professional characteristics and demeanor in attitude, appearance, behavior and responsibility in every activity germane to private lesson instruction.
- Provide students with contact information

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**Financial Considerations**

1. Payment is to be made directly from the student to the private lesson instructor.
2. Payment schedules and payment policies will be established by each private lesson instructor and communicated to the students they teach.
3. Lessons are provided weekly and payment is expected accordingly.
4. Payments are to be made on the due date set by the private lesson instructors.
5. Checks are to be made payable to the individual private lesson instructors.
6. Personnel holding a music degree or higher may charge \$30.00 / half hour lesson. Personnel not holding a music degree may charge \$25.00 / half hour lesson.

**Absences:**

Only excused absences listed below are acceptable. If, for any reason, the necessity for an absence occurs, the private teacher must be notified at least 24 hours prior to the time of the lesson. This is so the teacher has an opportunity to adjust his/her schedule. **Failure to notify the private lesson instructor promptly will result in failure to rearrange the schedule and full payment for the lesson will be due.** This is the reason to record the private teacher's phone number and contact information. **Please do not call the band hall to leave messages for the instructors. It is the student or parent's responsibility to make direct contact with the instructor 24 hours in advance in order not to be charged!**

**Excused Absences:**

1. Student illness
2. Emergencies of a serious nature (death or serious family illness)
3. Summer vacation
4. Other absences approved by the private lesson instructor at least 24 hours in advance

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**Tardies:**

Private lessons are typically scheduled every 30 minutes and time schedules must be adhered to. Students who are late will only receive the remaining time allotted to him/her and will be charged for a full 30 minute lesson.

**Lesson Termination / Dropping**

A teacher may drop a student for the following reasons:

1. Failure to pay private lesson fees.
2. Failure to make progress in the manner in which the private lesson instructor and the band directors believe him/her to be capable.
3. Frequent unexcused absences.

Students may terminate private lessons at anytime. However, they should discuss the matter with their director first. **Upon reaching a final decision to drop, the student should notify his private lesson instructor and their band director one week before his/her lesson.**

**Written Notice Required**

Termination of lessons by the student, private lesson instructor, or school program director will be accomplished by written notice only. **Notice is to be provided at least 5 school days prior to the next lesson or payment is expected.**

**Questions**

- Questions concerning assignment of private lesson instructors should be directed to your student's school program director.
- Questions concerning lesson dates and times, or number of lessons taught, should be directed to your student's private lesson instructor.

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Period \_\_\_\_\_

**Student Registration/Parental Permission**

- I desire my child to participate in the Private Lesson Program.
- I have received a copy of the Guidelines for Participation and agree to abide by all its conditions and policies.
- I understand that the cost for instruction is \_\_\_\_\_ per lesson payable as set by the instructor.

Student \_\_\_\_\_ (Print name)

Parent/Guardian Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Parent Email: \_\_\_\_\_

Instrument/Voice/Medium: \_\_\_\_\_

School: \_\_\_\_\_ Program Director: \_\_\_\_\_

***Please return this registration form to your child's band/choir director as soon as possible.***

**To be completed by the Private Instructor**

*Private Instructor* \_\_\_\_\_

*School* \_\_\_\_\_

*Lesson day and time assigned* \_\_\_\_\_

*Director's approval signature* \_\_\_\_\_