

**JUDY ZAHRNDT**  
World of Piano, LLC

[www.JudyZPiano.com](http://www.JudyZPiano.com)

1. **Parents.** I have an ‘open-door’ policy. Students may enter during their lesson time (please do not knock, as it interrupts the lesson in progress). Parents may observe at any time; just please do not disturb the lesson (siblings, cell-phone).  
\*\*\*Children should never be left without attention by parents outside the studio.  
The teacher is responsible for students while having their lesson.
2. **Schedule.** I teach throughout the school year—August thru May. An annual schedule is available on my website, or a printed one can be given to you at your request.

3. **Makeup Days.** Thank you in advance for keeping sick children at home. A sick student can infect me and everyone in my studio. Makeup Days have been incorporated into the lesson structure to avoid this. Please inform me as SOON as you know your child will be unable to make the lesson; that will allow me to hopefully fill that child’s spot.

If you know in advance your child must miss, please call me so that we can possibly switch lessons with another student. When students miss due to other engagements, it is at my discretion if we can do a makeup. Makeups are restricted to the school year.

4. **Instrument.** Every student is to have an ‘acoustic’ piano, which is maintained by annual tunings, and repairs as needed.

A digital keyboard will NOT suffice. We will pass up the digital keyboard’s capabilities within 2 lessons. (this applies to any keyboard that ‘plugs’ into an electrical outlet)

5. **Practice.** Children are expected to have “alone-time” during which they practice the piano on a daily basis. This means there should be no distractions; no TV, siblings, parents, etc. are allowed in the room during that time. (Of course, if help is sought, please provide it if possible!) This will promote personal responsibility, and will give them the freedom to prioritize their practice time. It also allows me, as their teacher, to see what they truly understand, and what they do not.

As a parent, please see that they **practice** on a **daily basis**. Having a scheduled practice time seems to really work wonders. You will see tremendous results! (and an improvement in school work!!)

6. **Issues.** If **you** feel that we need to discuss an issue, please call me. Please do not come to the student’s lesson expecting to have a long one-on-one discussion. Although it is tempting to talk at the lesson time, it steals instruction time from your student and/or the students before or after your lesson. Plus, it makes your student and any other student who happens to enter during the conversation very uncomfortable.
7. **Cleanliness.** Washing hands is very important. Please encourage your child(ren) to wash their hands upon entering my house before touching the instruments. \*\*\*Short nails are mandatory.

8. **Covid.** Covid practices will be enforced; students will use hand sanitizer when they enter the Studio. The keyboard and surfaces will be disinfected between students. Masks will be used at parents'/teacher discretion. Sick students will NOT be allowed past the front door.
  9. **Festivals & Competitions.** All students are expected to participate in the National Federation Festivals (which are strictly adjudications). Occasionally there are also competitions available, at which time I will consult with you and your child on an individual basis.  
\*\*\*Since parents are not allowed to hear their children play during the Festivals, I have the Recital later for that purpose!  
  
\*\*I am in the process of finding out what all is available and practical in this area, and will let parents know as soon as possible.
  10. **Recitals .** Held in March or April for friends and family. Each student plays 2-3 times, and my Recitals are fun-filled events, with an amazing array of musicality. Recital fees are due regardless if the student participates or not.
  11. **Retention.** Any student that enters my Studio is required to stay a **minimum of one (1) year.** This allows the student to get a good musical foundation, preparing them for any other musical studies they may wish to pursue.  
  
\*\*If a student voluntarily leaves my studio during the first year, the full year's tuition is still due. Legal action will be taken if tuition is not forthcoming.
  12. **Dismissal.** As the teacher, it is my prerogative to expel a child from my Studio, if I feel a child does not fit into my Studio, exhibits disrespectful behavior, acts in a manner disruptive to the learning environment, if non-payment of tuition becomes an issue, or for any other reason cited by the teacher.
  13. **Withdrawals.** If a student should leave my studio (after the required year), I need a 2-week notice in order to smoothly fill that slot. I will also refund any un-used Book Fee monies.
  14. **Fees.** Each year there is a non-refundable Enrollment fee.  
New students \$95 ; Returning students \$45  
Multi-student families (current students ONLY) 1<sup>st</sup> student \$45; 2<sup>nd</sup> \$30; 3<sup>rd</sup> \$15.  
  
**Monthly Fees.** These are due by the 15<sup>th</sup> of the month, unless other arrangements are made with me.  
  
**Book Fees.** These are 'revolving fees' used to purchase all books and materials necessary to your child's musical advancement. I deduct the actual cost of these materials from this fee. I will periodically make an accounting to you of how we stand. As the Book Fee runs low, I will request additional monies. These may always be paid in 2 installments, if that is more convenient. Any un-used Book Fee monies are refunded to you should your child graduate (or leave my Studio).
  15. **Liability.** Judy Zahrndt and/or World of Piano, LLC (Judy Zahrndt, Owner) is not liable or responsible for any injuries sustained on the studio premises or premises surrounding.
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**Judy Zahrdt Piano Studio  
World of Piano, LLC  
Policy AB 2020-2021**

By signing this agreement, I hereby agree to the policies set forth in this Policy Letter, knowing attendant legal ramifications.

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Printed Name

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Date

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Signature