LAFARGUE PIANOS

1828 Veterans Blvd.
Metairie, LA 70005
831-3008

Music School Policies

Welcome to Lafargue Music School!

We are thrilled to have you on board! The following handbook will outline our procedures. In order to maintain a mutually beneficial working relationship, please read and be familiar with our policies. If you have any questions or problems, please let us know.

Mission Statement

We believe that music is enjoyable and beneficial for everyone, regardless of age, talent or personal background. Music is a language that everyone can learn to communicate. Whether you are a young child who is just being exposed to music, a school-age student who strives to perform and compete, or an adult who wants to play for personal enjoyment, we believe in the power of music to greatly enrich every life. We at Lafargue Music School aspire to reveal the music ability inherent in every person and develop that ability to the maximum benefit for every student.

Tuition

Classes are conducted weekly and paid for monthly. Your tuition reserves a professional instructor's time and a clean music room with a quality instrument during a specific weekly time slot.

Please note that tuition payments do not include incidental fees for contests or other educational opportunities. Students will be billed separately for any such events.

Payments

Monthly tuition payments can be set up as automatic on a credit or debit card. Payments may also be dropped off at the counter downstairs, mailed to 1828 Veterans Blvd, Metairie, LA 70005, or paid through our website www.LafarguePianos.com.

Payments are always due on the 25th day of each month. If for any reason payment is not received within the five-day grace period, a $25 late fee will be added and the student's classes are suspended until payment is made. Classes missed due to suspension will not be made up.

Missed Lessons

Lafargue Music School does not make up lessons when students miss their regularly scheduled lesson, and no refunds are issued. Our teachers are professionals and we provide a clean space and quality instruments. Your tuition reserves your teacher's time and the music room.

Students are expected to arrive on time for all scheduled lessons. If a student has not arrived within 15 minutes of the scheduled lesson start time, the teacher may consider the lesson a no-show and is permitted to end the lesson for that day. The lesson will not be extended or rescheduled due to a student's late arrival or absence.

If a teacher must unavoidably miss a lesson, we will reschedule. Whenever possible the makeup lesson will be with the student's instructor, however a substitute instructor may have to teach that lesson.

School Holidays

Lafargue Music School is closed annually on the following occasions:

- Labor Day
- Thanksgiving, Wednesday-Saturday
- Christmas/New Years, two weeks
- Mardi Gras, Saturday-Tuesday
- Easter, Friday-Saturday
- Memorial Day
- Independence Day

Lessons missed due to holidays are not rescheduled and no credit on tuition is issued.

In the event of inclement weather or other unforeseen emergencies, Lafargue Music School will usually close when Jefferson Parish government offices close. Lessons missed due to these incidents are not rescheduled and no credit on tuition is issued.

Purchase of Music

The teacher will select method books and repertoire for the students. The student may conveniently purchase music at Lafargue Pianos. The student must bring all music to each lesson. A lesson cannot be taught without music nor will music be loaned.

Practice

Daily practice with your instrument is crucial to the learning process. The student is not only acquiring cognitive knowledge, but also developing new physical skills. The student will learn proper technique, theory and repertoire during his/her lesson, but will not retain these skills if he/she only uses them once each week. Music education is no different from academic education in that a child must do his/her homework in order to learn. Progress is directly related to frequency and quality of practice. The length of practice sessions varies with the age of a student and the type of repertoire being studied, but consistency is the key. A short, consistent practice time every day is much more profitable than long, irregular practice times.

Keyboard Rental Program

At the start of your musical journey, it can be a hassle finding the best starter instrument to ensure that you begin on the right note. We developed our Keyboard Rental Program to be a cost-effective way to get everything you need to begin (keyboard, stand, & bench), while maintaining 100% of the value you have invested when purchasing a qualifying piano later! You may visit the showroom on the first floor to inquire about the details and take home a keyboard.

Performances

Students who qualify will be encouraged to participate in various competitions. These include but are not limited to:

Jr. Festival	Romantic/Contemporary Contest
Metairie Music Club Composition Contest	Sonata Contest
Jr. Composers Contest	Jazz Contest
Metairie Music Club Piano Competition	Bach Contest
National Music Week Essay Contest	Rally
National Music Week Bookmark Contest	Guild Auditions

Additional performance opportunities will be provided through themed recitals throughout the year. The purpose of these special recitals is to provide students with informal performance opportunities in which they are likely to be less nervous than in a more formal setting. Students are encouraged to perform in the formal recital in May of each year.

Facility

Lafargue Music School is located on the second floor of Lafargue Pianos at 1828 Veterans Blvd. Please escort your child to and from their music lessons. A waiting area is provided on the second floor near the classrooms. Please use common courtesy when using this space. Food and drinks are not allowed. Children must be supervised and noise kept to a minimum while lessons are in progress. Classrooms are equipped with high-quality instruments for teaching purposes.

In an effort to keep the facility in good order and to keep students safe, please adhere to the following rules:

- No food or drink
- Please stay off the stage.
- Students are welcome to stay in the recital hall before and after their lessons but should remain seated and do a quiet activity such as homework, reading, quiet electronic games, etc.
- All students under the age of 12 must be picked up from the school on the second floor after the child's class or lesson.

Photo/Video Policy

Lafargue Music School reserves the right, and may give permission to its photographer or outside media, to photograph classes, programs and participants at our facility. Please be aware that these photos are for promotional purposes and may be used in future publications and media communications. By participating in the Music School classes and programs, you consent to the taking

and publication of your photograph for these purposes. If you do not wish your child or yourself to be photographed or videotaped, please notify the school office by email at linden@lafarguepianos.com.

Open Door Policy

As long as the student is comfortable, we welcome parents to sit in on their child's lessons or a portion of a lesson at any time. No advanced notice is required.

Termination of Lessons

Written notice indicating the date of the student's final lesson must be given to the school director before the 25th of the month in order to avoid paying for the following month. No refunds are given for a student who withdraws from lessons in the middle of the month.

Students have the option to take a break from their lessons for one month or an extended period of time, but the day/time cannot be reserved during the student's absence.

Student Responsibilities

We ask that each student do the following:

- Arrive to lessons on time. Students who arrive late do not receive the benefits of a full lesson.
- Be prepared for your lesson by reviewing all assignments and bringing all necessary materials to your lesson.
- Enjoy making music!

Parent Responsibilities

The parent's attitude and involvement are vital to a child's success in music. It is important that your children practice, without interruption, and attend their lessons on a regular basis. Good habits encourage success, and well-placed praise helps them continue. If your child encounters difficulties in learning or practicing, please let your instructor know. Communication is very important, and the teachers want to help their students and parents. We are honored that you entrust your child's music education to us at Lafargue Music School, and we thank you for that privilege.