

PIANO STUDIO POLICY

For Piano tuition with CLAIRE WALKER

Teacher Qualifications

I am a graduate of the Queensland Conservatorium of Music, holding a Bachelor of Music (Performance and Pedagogy), completed in 2005. I have studied piano since the age of three, initially through the Suzuki method, and later through the AMEB examination system, achieving the following qualifications:

- AMusA and LMusA in Piano
- AMusA in Flute
- Grade 6 Theory (Honours/Distinction)

I am a professional member of the Queensland Music Teachers Association (since 2005) and the Accompanists' Guild of Queensland (since 2001).

I have over 25 years' experience teaching private Piano, Flute, and Theory students both within schools and in my private home studio (in Kenmore) and hold a current Blue Card for working with children.

Parental Support & Practice Expectations

A supportive home environment plays a vital role in a student's musical progress. Parental encouragement—such as asking about practice or listening to pieces being learned—greatly benefits students, even when performances are not yet polished.

For primary-aged students especially, I strongly encourage parents to be involved in at least a few practice sessions each week. This helps reinforce lesson notes, develop effective practice habits, and build independence over time. Learning how to practise well is a skill that develops gradually and usually requires guidance in the early years.

Practice & Equipment Requirements

Progress in music depends on regular, consistent practice. Parents and students share responsibility for developing and maintaining good study habits. All students are expected to:

- Have a well-maintained instrument and appropriate equipment at home
 - Electronic keyboards are considered a temporary solution; families are asked to transition to an acoustic piano or quality digital piano as soon as possible
 - Practise in a quiet, distraction-free space with adequate lighting
 - Follow a consistent practice schedule (length appropriate to age and ability), ideally **at least five days per week**
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Lesson Cancellations, Absences & Fees

Please observe the following policies regarding missed or cancelled lessons:

- a. Missed lessons are not refundable or credited, except as outlined below
- b. A minimum of **24 hours' notice** is required for cancellations; a make-up lesson may be offered at the teacher's discretion.
- c. Lessons missed without the required notice will be forfeited (no make up lesson offered).
- d. Students must not attend lessons if unwell. If a student arrives clearly unwell, I reserve the right to send them home with no make-up lesson offered, as this impacts my health, my family, and my ability to work.
- e. Lessons cancelled by the teacher will be rescheduled or credited.
- f. Parents must notify the teacher of known absences (excursions, holidays, etc.) at least **two weeks in advance** to avoid being charged.
- g. Four weeks' notice is required if discontinuing lessons for any reason.

Please note: Each student's lesson time is reserved exclusively for them. If a lesson is missed, that time cannot be filled by another student. As teaching is my sole source of income, these policies are necessary to ensure the sustainability of my studio. I appreciate your understanding and am always happy to discuss any concerns.

Fees & Payment

Tuition fees are payable **per term only**. Invoices are emailed out via my studio website at least two weeks prior to the due date. A late fee of **\$5 per week** will apply to overdue accounts.

I will notify parents of any music books, apps or recordings required for lessons.

Thank you.

CLAIRE WALKER

I hereby acknowledge all the above terms and conditions for Piano tuition within Claire Walker's studio and agree to abide by them. Furthermore, I acknowledge receipt of a copy of this agreement for future reference if necessary.

PARENT/S NAME: _____ SIGNATURE: _____

STUDENT NAME: _____ DATE: _____