

# **Community Music School Missed & Make-Up Lesson Policy**

## **Private Lesson Policy:**

If a student misses a private lesson and contact was made in advance (24-hours) with the teacher:

- The teacher and student need to find a time to make up a lesson at the earliest convenience
- The student will not be charged for the missed lesson
- The student will be charged for the makeup lesson

If a student missed a private lesson and no contact was made in advance (24-hours) with the teacher:

- The student is charged for this lesson
- No make-up lesson is required

If a teacher has to miss a private lesson and has established contact with the student:

- A make-up lesson can be made if another time can be agreed upon
- The student is not charged for the missed lesson.

If a private lesson needs to be made-up:

- Teachers and students/parents need to communicate with each other to find a new day/time to have the makeup lesson
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## **Dance Class Policy:**

If dance classes are missed:

- The monthly fee is still charged to the student's account
  - Students can make up dance classes by attending other dance classes with teacher's approval
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## **Ensembles Policy:**

If an ensemble rehearsal (JourneyKids Choir or Southwestern College Choral Union) is missed:

- The monthly fee is still charged to the student's account
- No makeup rehearsals will occur due to the schedule of the ensembles