

VOCAL STUDIO OF JODI PENNER, M. MUS.

General Guidelines for Students

2012-2013

As we begin a new school year this fall, here are my studio guidelines. Attached is the calendar schedule and rates. My teaching philosophy is that I treat each student as an individual, providing a positive and enthusiastic atmosphere for learning. I do my best to make learning to sing as engaging as possible. And, I will continue expanding my own skills by engaging in opportunities for professional growth.

STUDENT RESPONSIBILITIES

- Arrive at each lesson punctually, well-prepared and with all necessary materials. (See page 2)
- All students are encouraged to sing at the two recitals held each year. In addition to their private lessons, each student must attend Master Classes when offered.
- Students are encouraged to have a piano at home to help learn music.
- Daily practice is expected for optimum progress vocally. (See page 2)

Quality Time- The following suggestions are intended to keep the lesson time focused and flowing, and to reduce unnecessary disruptions.

- Please be thoughtful of the student having a lesson before you. If you arrive early, please don't ring the doorbell-just come in and wait in the entry until the previous lesson is finished. (One more reason not to ring the doorbell: My dog has a Pavlovian response to the doorbell and will always start barking which can be disruptive!)
- If your child is coming straight from school, please take care of hunger, thirst, restroom needs before arriving.
- Bringing friends or extra people: Parents are welcome anytime to sit and listen during their child's lesson. However, bringing friends, relatives, or others does NOT work well. My experience has shown that extra people distract the student from the concentration needed during a lesson. Even those who want to sit and sleep or play electronic games are still making noises that distract the student and me! My goal is to keep the student focused on their lesson.

COMMITMENT

When students enroll, they are reserving their place in the studio for the entire year. The enrollment is a firm commitment and guarantees your place in the studio.

TUITION

Tuition covers not only the actual lesson time spent with the student, but the time preparing for each student as well. 1 hr./\$45 and .5/hr/\$25 Please note that if a Master Class is scheduled, that is also considered a "lesson" and is charged accordingly. Your fees go to:

- An individualized plan for each student's course of study
- Development of teaching materials
- Training and experience
- Recital preparation, photocopies and repertoire planning
- Professional organization memberships and continuing education

MASTERCLASSES

Opportunities to sing with and for others are not as plentiful with private instruction. To make up for this, and because it's just plain fun, we have Masterclasses periodically throughout the year. See the attached Fall Calendar for the scheduled Masterclass. Masterclasses are considered a lesson in a group setting. All students are required to participate in the Masterclasses. These classes are a valuable benefit for a student's music education and confidence in performance.

LESSON MATERIALS

- 3-ring binder with music, notepaper, vocalises
- Music book/s
- Water
- Digital recorder

PRACTISING ADVICE

In order to make sufficient progress and maintain vocal fitness, voice students are expected to practice daily, between 15-30 minutes. Develop a schedule for practicing. Progress will not happen otherwise! Keep notes on lesson procedures and recreate these in practice sessions. You can use your recordings as aids in practising. A practice session could include any of the following: singing warm-ups and exercises, taking notes and listening to your lesson, learning assigned repertoire, memorizing, listening to recordings of the assigned pieces, translating texts of songs, rendering texts into IPA and diction study.

PHYSICAL CONTACT

The nature of teaching voice may require the instructor to touch students in order to effectively convey aspects of vocal technique. This physical contact is to be done in a manner that is understood to be appropriate by both the teacher and the student. Students should advise the teacher of any concerns they may have, either when they are first explained or at any time during lessons. It is the responsibility of the instructor to ensure that as far as is practical, students' concerns are considered and that action is taken to eliminate those concerns during teaching.

CANCELLATION POLICY (I adhere to these rules without exception!)

Any lesson that I have to cancel will be made up (either privately or in a Masterclass).

No lesson credit nor make-up lesson will be provided for students who miss a lesson without 24 hour notice. For example, if your lesson is on Tuesday at 4pm and I don't hear from you by Monday at 4 pm, then that lesson is not up to me to make-up. Try to choose a lesson time for which you feel confident. Please understand that the tuition you pay reserves and exclusive weekly time in my schedule for you. Unlike a doctor or hairdresser, I cannot resell that time nor can I create extra teaching time in which to give lessons. If you are sick, it is highly advised that you NOT attend your lesson and that you call in advance to cancel. This protects your voice and my health.

CONTACT INFO

Home Phone: 780-489-2592

Cell: 780-993-6147

Email: pennerj@telus.net

All lesson communication outside of the studio will endeavour to be handled by email. (Lesson schedules, make-up lessons, special announcements, etc.) Please check your email regularly and respond when a reply is required. If I am sick or plan to be away, I will send emails to announce that fact.

SET THE DATE!

Tuesday September 11- Lessons Begin

Monday October 8- Thanksgiving No Lessons

Monday November 12- No Lessons

Christmas Break December 15- January 6