

## Music Academy Policies – Flute – 2021-2022

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### Application for Flute

The Music Academy program is exclusively available to GCA students, and can be applied for through PowerSchool Unified Classroom. When in Unified Classroom, click 'Quick Links', then 'Forms' to access the application form. The following outlines the policies and tuition for the program.

### Music Academy Acceptance Policy

1. Applications are available via PowerSchool and may be submitted anytime throughout the school year. Intent forms for returning students will be provided in January or February.
2. Application forms for the lessons requested must be submitted through PowerSchool – if having problems accessing the forms, please contact Kristy Cook at [k.cook@gcaschool.com](mailto:k.cook@gcaschool.com).
3. A non-refundable registration fee of \$50.00 is due only after the student has been accepted into the program. Cheques are payable to GCA, and once received will confirm the student placement in the program.
4. Applications will be processed in the order they are received. Please note the following prioritization will apply as teachers consider acceptance:
  - Siblings of current student registered in Music Academy
  - Students on the wait list
  - New students
  - Scheduling – academic schedule at school and music schedule must coordinate. If they do not, a child may remain on the wait list until scheduling coordinates appropriately.
  - Children of faculty or staff do not receive priority registration
5. Placement will be determined by spacing availability of the teachers. Observing a lesson with the teachers is recommended and can be arranged at the parent request.
6. Students may only miss ½ hour of regular school time for music lessons. Therefore, the music academy may not be able to accommodate requests for a student to receive lessons on more than one instrument.
7. Students in the Kindergarten program may not receive lessons during scheduled class time. Therefore, very few requests for lessons with Kindergarten children can be accommodated.



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8. Please note that additional admission policies apply depending on the type of instrument being requested. Please read these policies carefully when submitting the application.

### Music Academy Policy Statement for Flute

Students can typically begin flute lessons around the age of eight, but must be big enough to hold a flute. For younger or smaller children, a curved head joint flute is available, which shortens the length. This will be determined in conversation with the teacher.

### Music Academy Policy Statement

#### Missed Lessons

GCA Music Academy provides for 33 private flute lessons over the 10 month school year. Lessons missed due to school field trips, illnesses, extended vacations, and other lesson absences **will not** be made up, however, lesson exchanges may occur as per below. Any lesson missed is considered a lesson given and paid for.

#### Lesson Exchanges

Please take notice of and avail yourself the opportunity for lesson exchanges via the student phone sheet provided by your teacher. Arrangement of lesson exchanges will be the responsibility of the parent. Please contact your child's music teacher to advise of an absence. **Music Teachers cannot reschedule missed lessons.**

#### Homework

Any homework assigned during missed class time due to a scheduled music lesson is the responsibility of the student, not the homeroom teacher.

#### Practice Policy

Please be advised that daily practice is not only a necessity in learning to play an instrument, but is crucial in the learning process. This means a six-day practice cycle per week. Practice time must increase at each level of musicianship in order for substantial progress to occur.

Due to the high demand for classes in the Music Academy, the teacher has the right to discontinue or terminate lessons for any student who has not taken the responsibility to meet practice expectations.

#### Communication

Parents can expect to receive communication through weekly notes written in the student notebook. Parents can contact the teachers via email to find out about student progress and will be contacted by the teacher via phone call or email should there be a more significant issue to be managed.



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### Withdrawal

As all school costs are based on a 12-month commitment (June 1 to May 31), should a parent decide to withdraw his/ her child(ren), a minimum 30 days' written notice is required. Parents are responsible for payment of lesson fees for the entire time the child is enrolled, including the required notice period. If the notice period ends in the following calendar month, payment for that entire month will be retained.

### Music Academy Cost Schedule

Annual Registration Fee -Separate cheque made payable to GCA -Non-refundable	Paid each year	\$ 50/student
Flute Lessons	33 Private Lessons Included (30 mins.)	\$ 1,360 annually

\* The purchase of music is the responsibility of the parent or student and will be communicated as lessons progress.

\*\* Instrument rentals/purchases are the responsibility of the parent or student and the music teacher should be consulted prior to making a decision to ensure the instrument is good quality.