

## **The GISD Music Enrichment Program Parent Information Sheet**

Thank you for your interest in enrolling your child in the Music Enrichment Program. This program has been an integral part of the GISD music programs for over two decades and is one of the contributing factors to the long-time success of our music programs.

Please take a moment to read the information below with the detailed information about the program. If you have any further questions, your child's music teacher will be happy to answer them.

## **The GISD Music Enrichment Program Policies and Procedures**

Enrichment lessons are available to any student participating in a middle school or high school music course in the GISD. Participation is completely voluntary.

The GISD Music Enrichment Program is administered by the Director of Fine Arts and the GISD music staff.

The enrichment teachers will be recruited, interviewed and recommended by GISD music teachers.

All students who participate in the program must first complete an application form with the signature of a parent/guardian. These forms are available from either a music enrichment teacher or GISD teacher.

Lessons are taught in practice rooms and classrooms of schools during music classes, lunch hour, before or after school, and on weekends. No lessons will be scheduled during academic classes.

The private lesson fee is \$25.00 per lesson. Fees are paid directly to lesson teachers.

Students provide all instructional materials (books, music etc.)

Students are expected to notify music enrichment teachers at least 24 hours in advance of missing a scheduled lesson. The teacher and/or supervising director may make exceptions in the event of sudden illness or emergency. The music enrichment teachers may provide makeup lessons subject to agreement with the students and parents.

The METs are allowed to set their own attendance policy as long as it adheres to the following:

Excused absences will be made up or a credit given as determined by the MET. Excused absences will consist of, but not be limited to, school sponsored trips, sickness (with proper notice), school testing, school change of scheduling, circumstances out of student's control (fire alarm, school bus late, etc.)

Unexcused absences will not be refunded or made up by the teacher. The teacher will be paid for the lesson by any monies collected. Unexcused absences will consist of, but not limited to, forgetting about lessons, unnotified absences (sickness, trips, etc.) or choosing to do another activity during scheduled lesson time.

Students may stop taking lessons at the end of any month. A student may be dropped by an instructor, with approval of the supervising director, for excessive absences, failure to make satisfactory progress or unacceptable behavior.

Teachers and students will both be required to make every effort to keep appointed lesson times. At times METs will be absent. MET's time may be limited as to instruction hours so make up lessons will be at the discretion of the MET. Teachers are not required to give make-up lessons, so students should be encouraged not to miss unnecessarily.

Teachers are strongly urged to temporarily postpone student's lessons if they are behind in payments for more than 5-6 lessons until that account is caught up to date.