

Absence Policy

(as of August 2021)

1. Lesson Attendance:

- Students are expected to attend scheduled lessons. There are no make-up lessons for student absences.
- Lesson times are reserved exclusively for each individual student. A student who does not attend a lesson will simply miss the benefit of that lesson and no refunds or credits will be issued.
- Each month the school commits to paying the teacher for all lessons.
- A courtesy phone call or email to the school is expected if students will not be attending their lesson.

2. Courtesy Make-Up Lesson:

- A courtesy make-up lesson is not guaranteed. A courtesy make-up lesson will only be granted in extreme cases such as family and medical emergencies.
- A courtesy make-up lesson is **not** granted for reasons such as birthday parties, out of town family visits, vacations, school concerts or performances, sports events, rehearsals, illness, etc.
- Parents requesting a courtesy make-up should discuss options with Staff and their Teacher.
- If a courtesy make-up lesson is granted, students who miss their scheduled make-up lesson will not receive another opportunity for a lesson.
- Parents or adult students who make excessive requests to their teacher for courtesy make-ups will be denied.

3. Teacher Absence:

- When a teacher cancels a lesson, the teacher has 30 days to reschedule the lesson before or after the canceled date. Virtual or in-person makeup lessons are acceptable.
- Parents are responsible for responding promptly to a teacher's request to reschedule. Parents who do not respond or do not have a conversation with the teacher will result in forfeiting the lesson.

4. Weather Related:

- If the school closes due to inclement weather, all in-person lessons will become virtual lessons.

5. Holiday Closures and Planned School Breaks:

- The Conservatory holiday breaks may mirror the local public-school schedule, but not always. All planned school closures are factored into tuition rates. Monthly payments do not change.