

Wardlaw-Bailey Music Studio

Teaching Policies

Freya Wardlaw-Bailey, piano teacher

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I am committed to helping each student discover the joy of making music through an individual approach to lessons, with focus on technique, theory, ear training, note reading, and performing skills.

Tuition

Tuition guarantees my availability for your weekly lesson time and includes recitals, group classes, and lesson plans created for each individual student.

- **2026 Spring Semester Tuition (16 weeks):**

60 minutes: \$1120 for 16 lessons

45 minutes: \$896 for 16 lessons

30 minutes: \$672 for 16 lessons

Spring tuition is split into two payments, due in December and February. Semester dates are announced in advance. Invoices are emailed via PayPal and may be paid by cash, check, or card.

- **A deposit of \$80 per student** is due in May to reserve your place for the fall semester. This amount is non-refundable but will be applied towards your first fall tuition payment in July.
- **A late fee of \$30 per week** is applied to unpaid invoices after each payment deadline. There is a 24-hour grace period before the first fee applies.
- **Payment** for music books and events are added to invoices. There is no extra charge for recitals, group classes, and teacher planning time.
- **Exceptions:** Alternate payment plans are available – please ask!

Cancellations

Regular lesson attendance is important for consistent learning, but sometimes conflicts happen. If you are unable to attend a lesson, please **cancel** through the online calendar or call, text, or email as soon as possible. **No refunds** are given for missed or canceled lessons, but a limited number of **reschedule** openings are available:

www.wardlawbailey.com/schedule.php

- **Planned conflicts:** For vacations and other planned conflicts, you may **reschedule** to an open time within the same semester through the online calendar. Reschedule openings are very limited and are only for occasional conflicts. **One week minimum notice** is required.
- Request a **Zoom** or **phone** lesson during your scheduled lesson time. This can be last-minute and is a great option for snow/ice days.
- **Illness and unexpected conflicts:** If you have any symptoms of illness, please **cancel** or **reschedule** your lesson to protect the health of my family and my other students. Or, request a **Zoom** lesson if you are well enough to play the piano but need to avoid exposing others to illness. **One hour minimum notice** is required for rescheduling due to illness or other unavoidable conflicts.
- **Record** yourself playing and send via email, text, or Dropbox *before* your scheduled time. I will then reply with suggestions and comments.
- Currently registered **siblings/family** may use your lesson time when you are unable to attend. Please notify me before the lesson begins.
- Permanent **lesson time/day changes** are subject to teacher availability. Payment is held for all originally scheduled lessons even if a new time is not available immediately.
- If you arrive **late for a lesson**, we will end at your scheduled time. If I am late, I will extend the lesson as your schedule allows or make up the missed time on another date.
- **Teacher cancellations:** I will **reschedule** any lessons that I cancel to an alternate day and time, or you may select an opening from the online calendar.