

JAMES RIVER ASSEMBLY SCHOOL OF FINE ARTS

POLICY AGREEMENT FORM

2009

Commitment to the School of Fine Arts

1. Like enrollment in any institution, you are enrolled at the James River School of Fine Arts. If your instructor leaves the faculty, the teacher may not teach this student for a period of one year. You will be assigned an equally qualified teacher.

Attendance

1. Once the monthly purchase of lessons has been made, you are obligated to be at the assigned lesson time. You have purchased the instructor's time, therefore you must be there.
2. If for some GOOD reason you cannot make a lesson, it is your responsibility to notify the instructor at least 24 hours in advance of your absence. Students will be allowed 2 make-up lessons per quarter (3 months). If an instructor misses a lesson, that lesson will be credited on your behalf and a time will be allotted to make that lesson up.
3. If there seems to be a repeated problem of missing lessons, it is the decision of the JRSFA director to possibly remove the student from that instructor's schedule.
4. It is your responsibility to be prompt and ready for each lesson time.
6. If school is closed for snow/ice in Springfield or Ozark, JRSFA will be closed.

Lesson Fees

1. Teachers will be responsible for collecting the monthly lesson fee. Fees of \$68 per month for a half hour private lesson or \$40-50 per month per one hour group lesson (\$10 per class for group lessons) are scheduled to be paid the 20th – 1st of each month. Payments not paid by the 1st of each month will be charged a late fee of \$13. Checks should be payable to James River Assembly School of Fine Arts. Cash is also acceptable. For no reason should checks be made out to the teacher.
2. Families with more than one student enrolled in **private lessons** are eligible to receive a discounted rate of \$65 per month. This discount does not apply to group lessons.
3. Only prepaid lessons will be taught, unless arranged other wise by the School of Fine Arts Director.
4. If a student decides to stop taking lessons, the student must finish all of the lessons that were paid for. Refunds will not be given.
5. Participant (or parent/guardian if participant is a minor) acknowledges and accepts the risks of physical injury associated with participation in the activity described above. Except for gross negligence on the part of the sponsor, the participant (or parent/guardian) accepts personal financial responsibility for any bodily or personal injury sustained during the activity. Further, the participant (or parent/guardian) promises to hold harmless the sponsoring organization and its representatives for any injury related to the activity. If a dispute over this agreement or any claim for damages arises, the participant (or parent/guardian) agrees to resolve the matter through a mutually acceptable arbitration process.

I agree to abide by the policies outlined in this agreement.

I am exempt from item #1 (Commitment) _____

Student Name _____ **Parent Signature** (for minor) _____

Instructor Name _____ **Phone** _____

Please return a copy to the student and submit a copy to the School of Fine Arts Director. (581-5433 ext 8778)