

Policies for September 2019-August 2020

_(revised 1/1/20)

Location

- Lessons will be held at Outta Theatre Studio on Blair St. in Grove City.
- Parents may drop off students or wait in the parent waiting area inside the studio during lessons.
- Due to space limitations, parents are not permitted to wait inside the studio during theatre classes/rehearsals.

Fees*

Class	Registration Fee	Single Student Fall/Spring	2 Family Members Fall/Spring	3 Family Members Fall/Spring	4 Family Members Fall/Spring
Music Adventures For Homeschoolers	\$15 (\$25 per family)	\$60/\$100 <i>Monthly plan available</i>	\$110/\$180 <i>Monthly plan available</i>	\$145/\$240 <i>Monthly plan available</i>	\$180/\$300 <i>Monthly plan available</i>
Just BEAT IT! Rhythm & Percussion Workshop	\$15 (\$25 per family)	\$55	\$105	\$155	\$200

Class	Registration Fee	30 minutes	60 minutes	Other costs
Piano & Voice Lessons	\$15/semester	\$225/semester <i>Monthly payment plan: \$55/month</i>	\$450/semester <i>Monthly payment plan: \$110/month</i>	❖ Students are required to purchase their own books and music
Group Voice Coaching	N/A	N/A	\$15 for 60 minutes \$22 for 90 minutes	
Kids Group Voice Lessons	\$15/semester	\$140/semester \$35/month	N/A	
Group Piano Class	\$15/semester	N/A	\$175/semester <i>Monthly payment plan: \$45/month</i>	
Private Coaching (Voice, Acting, Audition Prep, Mime, other instrument)	N/A	\$18/lesson	\$36/lesson	

Class	Registration Fee	Script/Music Fee	Fall	Spring	Other costs
OT Singers	\$15	TBD	\$150	\$200	❖ Students are responsible for acquiring basic costuming including any "normal" clothing (i.e. jeans), base layers (i.e. all black), and shoes. ❖ \$10 Photo Access Fee, possible additional fee for portraits digital access or prints (required for Kids and Teen Theatre productions) ❖ \$15-20 t-shirt purchase option ❖ \$5-10 admission charged for most events.
PreK Theatre	\$15	N/A	\$30/month	\$30/month	
Little Kids Theatre	\$15	N/A	\$35/month	\$35/month	
Kids Theatre	\$15	\$10-15	\$40/month	\$40/month	
Teen Theatre	\$15	\$10-15	\$150 <i>\$40/month</i>	\$40/month	
Physical Theatre	\$15	N/A	N/A	\$125 \$45/month	

*Lesson price increase effective November 1, 2019 for returning/current students.

Payment

- Enrolling in lessons is a contract that runs September-May.
- Fall semester is September-December. Spring semester is January-May. Summer session runs June-August.
- Group lessons and camps are offered during the summer session.
- All other classes and workshops as advertised.
- Tuition is set per semester, with the option of making monthly payments.
- Payment will be due on the 20th of the month prior to the lessons.
- Payments received after the 21st will incur a \$15 late fee.

Payment Methods

- Pay via PayPal (for a small convenience fee) by using link inside emailed invoice.
- Pay via check made out to: *Outta Theatre*. Mail to PO Box 55, Grove City, PA 16127

What does the tuition fee cover?

Costs are calculated to both ensure the highest quality service is given and that the studio makes enough profit to continue providing the services.

- Time spent with the student in lessons, rehearsals, and performances
- Time spent preparing for the lessons (searching for repertoire, communicating via email/texts, planning games/activities/curriculum development, recital plans, trips to the store, ordering products for students, etc.)
- Recital costs and preparations (facility rental, programs, etc.)
- Professional Development
- Studio Expenses (printing costs, incentives program, rent, etc.)
- Music books, music, reference materials, method books, etc.
- Self-employment taxes, liability insurance, etc.

Cancellation/Late Arrival

- Refunds and credit will not be issued for cancelled or missed lessons/classes, regardless of reason. Payment for lessons is a contract to secure that time slot throughout the school year. However, if student anticipates an absence, advance notice is expected and appreciated.
 - ✓ Preferred method of notification is texting (or voice mail) if less than 24 hour notice.
- In case of teacher cancellation, credit or make up will be issued for private and group lessons.
- For late arrivals, missed minutes will not be made up. Lesson will still end at scheduled time.
- If a student wishes to withdraw from lessons and is on the monthly payment plan, payment is still due for the remainder of the semester, whether or not they attend the lessons. They will still be required to pay for lessons during that time period unless the teacher is able to fill that slot. If the entire semester tuition is paid in full, there will be no refunds issued.
- If a student wishes to withdraw before paying for the upcoming semester, they must issue notification in writing 30 days before payment is due. If the student does not do so, the first monthly payment of that semester will still be billed to the student to give the teacher time to fill that slot.
 - ✓ For example, if the student cancels on November 21 or later, they are still required to pay for the month of January whether or not they continue lessons during that time. If a student wishes to withdraw from lessons for the spring semester, they must submit notice by November 20 in order to avoid paying for January.

Philosophy of Teaching:

Each person is unique with very individual goals, dreams, interests, and talents. It is important to develop those attributes while building a strong foundation of technical and performance skills. It is necessary to work with the student, listening to their feedback, struggles, and desires, in order to create a lesson experience with maximum benefits. However, the teacher maintains final say over the materials that the students perform. The goal is that they will become strong, versatile performers with healthy practice and performance habits.

Every person should have the chance to explore their talents and to excel at their highest level of ability. As in many areas of life, people possess varying measures of raw talent. Some students may progress quickly in their studies and many performance doors will open up for them. Others may take longer to see notable improvement. It is important to recognize that music and acting study is an extraordinary journey that is different for each individual. As long as the student is dedicated to that process, they will continue to grow in their skills and develop their potential.

Core Values:

Students are expected to cultivate an atmosphere conducive to safe and joyful learning by practicing Outta Theatre's core values.

- I will GROW & encourage others to grow.
- I will inspire others by being a good example.
- I will use my creativity.
- I will do my absolute BEST with a POSITIVE attitude.

Studio Rules

- No visible cell phones or other electronic devices. If brought to class, they must be secured with any personal belongings and turned off. Exception: If a voice student is recording part of their lesson or needs access to a performance track.
- The teacher and class venue are not responsible for lost or stolen articles.
- Wear modest clothing (no exposed stomachs, low cut tops, short shorts or sagging pants).
- Theatre: Come dressed comfortably in layers (a jacket that can be removed). No flip flops, dress shoes, flimsy sandals with no strap, or skirts/dresses without leggings. Tennis shoes, canvas shoes, and jazz shoes are acceptable. Students may be asked to remove shoes for particular exercises.
- Physical Theatre: Movable, form fitting clothing is best. No jeans.
- Parental attendance at classes is discouraged. If you would like to observe a class, please contact the teacher.
- Water bottles are encouraged, as there is no water fountain. No other beverages are permitted, unless the class involves a scheduled snack or meal time.
- Students, volunteers and staff are expected to behave in accordance with the Safe Environment Policy, which is accessible on the Outta Theatre website. Anyone not following these guidelines will not be permitted to participate in any activities/events affiliated with Outta Theatre.

Practice Expectations

- Students should practice vocal/piano exercises nearly every day. It is understood that students these days have very full schedules. However, no one should expect to see significant results if they do not apply themselves in practice. If a student is truly serious about learning, they will practice a minimum of 4-5 times per week.
- The duration of each practice session varies per individual. The important thing is that each minute of practice be used carefully with complete concentration of thought. Fifteen minutes of careful practice is worth more than one hour of just singing or playing.
- Theatre students will be expected to memorize their lines and practice speaking them in character on a regular basis.

Performance Opportunities

- There will be a minimum of one performance event per year for lesson students. Every effort will be made to provide multiple opportunities.
- Participation in recitals/concerts is strongly encouraged and expected (aside from exceptional circumstances). Notice will be given as far in advance as possible so that the date may be reserved on the student's calendar.
- Benefits of recital participation:
 1. Students will develop skills to help with time management, goal setting, and facing new challenges.
 2. Students are exposed to a wealth of new repertoire and genres.
 3. Students build self-confidence through public performance.
 4. Students learn from each other as they observe musicality, poise, expression, and technique presented in varying ways.
 5. Students are more motivated to practice with goals towards a performance date.
 6. Students need an outlet to demonstrate their talent, express their individuality, and mark their progress.
 7. Students will be better prepared to perform for auditions, competitions, and other performances.
 8. Students will experience greater musical growth.

Private Recital/Studio Rental

- Families may schedule private recitals/events at the studio for a cost of \$10 per hour, with a minimum charge of \$20. Chairs, tables, CD player, piano, keyboard, and any other resources on site will be available for you. There are tables available for use and approximately 30-40 chairs. If you would like anything set up for you, there will be an additional \$15 charge. If you plan to have refreshments, you will be asked to remove any trash and take it with you.



PIANO Practice Incentive Program:

Each lesson will be awarded up to 5 beads based on the rating system below. These beads will be displayed in the studio to enable students to visually track their progress. At the end of the school year, students will be given their beads to take home. This system is subjective based on each student's current ability level. Perfection is not required. The teacher is looking to reward students who work hard and are dedicated. If a student works hard but is still showing little improvement, a parent teacher conference may be necessary and the teaching methods will be adapted to assist the student in any learning challenges they face.

5 Bead Rating System

- 5 beads-The student exceeded their practice goal as well as exceeded teacher's expectations. Student played with great accuracy and superb musicality. This is not given lightly, nor very often.
- 4 beads - The student met their practice goal and did very well and was prepared for the lesson. They were able to demonstrate that they understood what was expected and followed through with that expectation. Student played with few (or no) mistakes and showed a strong sense of musicality.
- 3 beads- The student came close to meeting their practice goal and/or demonstrated a proficient understanding of the assignment.
- 2 beads-The student came close to meeting their practice goal and/or demonstrated an average level of improvement. They may have struggled through a few sections of the assignment or missed a part.
- 1 bead - Although the student may have practiced, they did not meet their practice goal and improvement is desired. The student may not have followed specific practice instructions given on the assignment sheet, or the student may have forgotten to complete the assignment as directed. Progress was limited and home practice can be improved.
- 0 beads- The student did not complete the assignments in an acceptable manner and was unprepared for the lesson. Home practice was not evident based on their ability to play the assigned material. Continued and persistent lack of observable progress will require a parent/teacher conference.



Consent and Release Form

I, [the parent or legal guardian of] _____, permit my child(ren)/agree to participate in the lessons and classes taught by Angie Settlemire or any other substitutes or teachers of Outta Theatre. I release Angie Settlemire, Outta Theatre and its staff and volunteers, along with anyone affiliated with the buildings where classes are held, from any responsibility/liability regarding illness or injury incurred during any class or any activity/performance involved with these classes.

I also give authorization to Angie Settlemire and anyone associated in leadership with the class to transport or allow my child/myself to be transported to any health care facility in the area where the injury has occurred. I also authorize any qualified health care facility personnel to administer treatment as deemed necessary for the health of my child/myself.

I acknowledge that I have received and will abide by the policies regarding payment, rules, expectations, and other logistics involved in the class. I also acknowledge that these policies are subject to change, and that I will be notified in advance of any changes. I understand that if my child/myself is disruptive and unable to follow rules and participate respectfully, he/she/I may be dismissed from the class without refund.

If enrolled in lessons, I agree to make full payments for the duration of the entire school year and any summer lessons in which enrolled. I understand that I am contracting a regular time slot reserved for my child/myself and will not be issued refunds for missed or cancelled classes. Should the student choose to withdraw from the lessons during the contract period, I am still obligated to pay the full tuition for the current semester. If the student wishes to withdraw before a new semester begins, I must give a 30 day notice before payment is due as explained in the policies to give the studio the opportunity to refill that spot. Should a replacement be found during that time, I will be released from the contract without further obligation. If no replacement is found, I will still be expected to pay the first monthly payment of that semester, regardless of whether or not my child/myself continues lessons.

For all other classes, I agree to make monthly payments for the duration of the current session in which my child/myself is enrolled. I understand that enrollment is a commitment and should my child/myself choose to withdraw from the class during the contract period, I will still be required to pay for the entire session.

Parent/Guardian/Adult Student: _____ Date: _____

Media Release Form

Every student's safety is very important and therefore, his/her name and personal information will *never* be shared with a third party. Any photos or videos used in marketing will be published in an anonymous fashion. If there is a specific situation requiring the restriction of such uses or you do not give permission, please acknowledge that in writing below. This form is required for class registration to be complete.

I (we), [the parent(s) or legal guardian(s) of] _____, grant permission for my (our) child(ren)/myself to be photographed and videoed during class and performance for anonymous use in promotional materials and marketing not limited to but including websites, social media, and printed material.

Parent/Guardian/Adult Student: _____ Date: _____

Comments/Restrictions: