

VERONICA RICHARDS SUZUKI VIOLIN STUDIO

Studio Policy and Information

Updated August 2024

Welcome to the Veronica Richards Suzuki Violin Studio. Please read the studio policy carefully at the beginning of each semester and make sure to discuss with your teacher if you have any questions.

TUITION

Monthly Tuition

If you choose a monthly tuition plan, tuition will be due at the first lesson of each month. Please write a check payable to “Veronica Richards” for the total amount for the month.

Please note that the tuition amount may vary depending on the number of lessons in the month. Always refer to the studio’s current calendar (see **STUDIO CALENDAR**) to check the number of lessons in the month.

Semester/School Year Tuition

If you would like to pay for one semester at a time or the whole school year at a time please talk to your teacher about the number of weeks in the semester.

PLEASE NOTE: Weekly payments and/or payments at the end of the month will not be accepted during the 2024-2025 school year.

Charter School Tuition

Please see page 5 for information regarding charter schools.

Studio rates do increase by a small amount at the beginning of each calendar year. Families in their first year with the studio are not subject to the rate increase.

ENROLLING

To enroll in the studio please fill out the forms at the end of this document:

- Cancellation and lesson termination policy
- Student Enrollment Form
- Photo Release Form

STUDIO CALENDAR

Please refer to the [studio calendar on the website](#).

SCHEDULING LESSONS

Lesson slots are reserved on a *first come first served* basis. If you would like to change your lesson slot please let your teacher know as far in advance as possible.

Lessons slots cannot be reserved without weekly lessons. E.g. If you take a break or change your lesson time during the summer you cannot, in addition, reserve your previous lesson slot.

CANCELATION POLICY

Sick Policy

If a lesson is canceled (by the student or teacher) due to sickness the student will receive full credit for the lesson.

Lessons Canceled Not Due to Sickness

If a lesson is canceled due to a scheduling conflict please notify your teacher **a full week in advance to receive a refund**. If you do not let your teacher know a week in advance you must pay for your lesson slot.

Lessons canceled by the teacher

Due to a busy performing schedule please expect some cancelations by the teacher. The studio offers a full refund for any lesson canceled by the teacher. We do not offer make up lessons at this time.

STUDIO ETIQUETTE

Lesson Time

Please arrive promptly for the lesson. After the lesson please pack up quietly so as not to disturb the next student's lesson as it begins.

Materials

Each student family must bring a video-recording device to each lesson, so that the parent can film a practice video. A cell phone is acceptable however parents must not use their phone at other times during the lesson.

Attendance

A parent or guardian must always attend the lesson with the student to take notes and learn the homework assignments along with the student in the younger years. As the student gains maturity and experience the student will be able to attend lessons without the parent at the discretion of both teacher and parent.

Virtual Lessons

Virtual lessons will be offered only to those students who have been previously enrolled in online lessons. Please see the virtual lesson form.

If your lesson is supposed to be in person the studio will NOT offer a virtual option.

CONTACTING YOUR TEACHER

Email

Please send all communications regarding studio business to the instructor's email:
veronicaviolin1@gmail.com

Texts and phone calls are not preferred but when necessary you may contact Veronica via phone.

The studio guarantees a response within 24hrs. Monday through Friday. Emails sent over the weekend will be responded to on the following Monday.

RECITALS

Students must participate in at least one recital per year. The Fall Suzuki Festival is a group concert while the Spring Recital offers the students an opportunity to perform a solo. For more information on Festival and Graduation please see the OC Suzuki Strings branch webpage:
suzukimusicorangecounty.com

Orange County Suzuki Strings Branch Festival - November 2024

Veronica Richards Violin Studio Spring Recital - Spring 2025

Suzuki Graduation - Spring 2025

PARENT TEACHER CONFERENCE

Your teacher will offer a parent-teacher conference at least once a year or as frequently as the parent requests. Most conferences will be held at the end of the school year but they can be scheduled at whatever time the parent, teacher or student find helpful.

LITERATURE

Required Suzuki Literature: *Suzuki Violin School Volume 1 (International Edition) with CD*

(The CD is also available through iTunes and Spotify. Make sure to purchase the **international edition** audio tracks.)

I Can Read Music Vol. 1 and 2 by Joanne Martin

Supplemental Suzuki Literature

Nurtured by Love by Dr. Shinichi Suzuki, translated by Waltraud Suzuki

Beyond the Music Lesson - Habits of Successful Suzuki Families by Christine E. Goodner

Fingerboard Geography by Barbara Barber

MATERIALS

Before beginning lessons please purchase the following items. I recommend using sharmusic.com for these materials:

- Shoulder Rest
- Rosin
- Tuner (I use a KORG Chromatic tuner)

The studio will provide each student with a 3-ring binder for lesson note and review charts.

CHARTER SCHOOLS

The Veronica Richards Violin Studio is a vendor for the following charters schools:

- Cabrillo Point Academy
- Excel Academy
- Granite Mountain
- iLead Charter
- Pacific Coast Academy
- SCALE Charter

Charter School Tuition

To pay for lessons using your charter school funds please fill out a Purchase Order at the beginning of each month. Please be sure that the amount in the purchase order corresponds to the teaching weeks listed in the studio calendar.

Please forward Purchase Orders to the studio bookkeeper, Bridget Brennan Richards:
bridgetbrennanrichards@gmail.com

*Because the turn-around rate for the first charter school payments is about 8 weeks **there will be a \$100 deposit fee for all families enrolling in the studio via their charter school.** This fee must be paid out of pocket and will be returned to the family when the first charter school payment is received.*

Charter School Lesson Cancellations

It is the responsibility of the student family, and not the charter school, to honor the studio's cancellation policy (see page 2). If lessons are not canceled according to studio policy the student family, and not the charter school, are eligible to pay the difference.

Since the studio does business through many charter schools with differing schedules please keep the studio apprised of your school's holidays, non-teaching days, and summer vacations to avoid a cancellation.

VIOLIN RENTAL/PURCHASE & REPAIR

The following are shops and luthiers recommended by the studio for violin/viola rental, purchase and repair:

Morey's Music Store

4834 Woodruff Ave. Lakewood, CA 90713 (562) 420-9532 www.moreysmusic.com

Shar Music

www.sharmusic.com

Johnson String Instruments

www.johnsonstring.com

M.&R. Weisshaar & Son Violin Shop

1763 Orange Ave
Costa Mesa CA 92627 949-548-1287 www.weisshaarviolins.com

For repair and to purchase a full size (4/4) violin:

Ed Tumbas

Quality Instrument Repair in Eastern European Tradition 7572 Ocean Point Drive
Huntington Beach, CA 92648
(714) 915-2535

ed.tumbas@gmail.com

ABOUT THE SUZUKI METHOD

For more information regarding the Suzuki Method please visit the “About the Suzuki Method” page on the SAA website:

<https://suzukiassociation.org/about/suzuki-method/>

PRACTICING - INFORMATION AND TIPS

Parent-student practice time. The most essential element of the Suzuki method is the student and parent practicing together at home. Six days a week is optimal. While the lessons are important, the daily practice is the factor that determines success. Everyone improves with repetition, and daily repetition is the only way to cement the good habits in the muscles of the small violinist.

Make a good start. It is important that the parent and child follow a disciplined practice schedule from the very start. This way the child can see his/her improvements soon, and they will correlate their hard work with their improvement. Every family follows a unique schedule, so find a strategy for daily practice that works in your home. Most families find that practice is most effective at the same time every day. Find a time of day that works consistently on weekdays and weekends. Some families find that a regular practice fits in as part of the morning schedule along with brushing teeth, getting dressed and making beds. This couples practice time with other DAILY routines. Whether weekday or weekend, summer or holidays, everyone has to get dressed. This also gets the practice out of the way early, so that the student has free time after school and chores.

Less is more. When you are first beginning lessons, practice for five minutes every day. Set a timer so that you do not exceed that amount. This way the child will be encouraged (and surprised) by how short their practice time is. Every week you can increase the practice time by one minute. If you are too ambitious and increase by more than a minute the student will become weary of practice as the time gets longer and longer. Remember that a one-minute increase will lead you to a very substantial practice time very soon. Always use the timer, as it will teach young students to gauge time accurately, and keep their practice schedule as consistent as possible.

Practice emergencies. There are many things that can interrupt a regular practice schedule, including house guests, illness, holidays, family vacations, family emergencies, etc. In these instances do not worry about missing a couple days of practice. If the student can play for just a

couple minutes they will not regress, even if they cannot complete their weekly assignment. Just picking up the instrument and playing an easy review piece is a very effective way to maintain technique and motivation when the schedule is interrupted.

Jack of all trades, master of none. In order to maintain a regular practice schedule it is crucial not to over-schedule your child. Children who have activities, sports, extra classes, etc. have a much harder time practicing regularly. The beauty of starting your Suzuki student at a young age is that they are not old enough to be committed to too many after-school activities. As they get older, schedule carefully so that they never feel overwhelmed, or feel tempted to skip their practice in order to take part in other activities. Students who are over-scheduled feel frustrated because they can never excel at everything, but will always be struggling to keep up in certain activities.

Learning by listening. Listening to the Suzuki CD daily is a **big** part of practicing. This is also the easiest part of practicing, since it can be done during other activities. Simply turn on the CD as background music during school or chores or meals, and repeat the songs that have been assigned as listening material in the lesson. Listening to the CD cuts hours off of practice time since the student absorbs many of the minute technicalities of the recording artist.

Veronica Richards Suzuki Violin Studio Lake Forest, CA August, 2024

VERONICA RICHARDS SUZUKI VIOLIN STUDIO

Enrollment Form

Parent Name _____

Parent Name _____

Parent Email _____

Primary phone no. _____ Is this a cell phone? _____

Secondary phone no. _____

Home Address _____

Venmo/Zelle Information (for studio refunds) _____

Student Name (please include full name) _____

Student Age _____ Student Birthday _____ Student Grade _____

School _____

Student violin/viola size _____

STUDIO CANCELLATION POLICY

I understand that I must participate in, or at least pay for, a minimum of 8 weeks of lessons with the Veronica Richards Violin Studio.

Print name _____ **Signature** _____ **Date** _____

I have read the studio cancellation policy and agree to pay for lessons cancelled less than one week in advance (excluding illness).

Print name _____ **Signature** _____ **Date** _____

I understand that I must notify the studio one month in advance if terminating lessons, including a temporary termination for summer break. The studio is eligible to charge for lessons until this notification is received. (If charter school funds are terminated the individual must pay out of pocket until notification is received.)

Print name _____ **Signature** _____ **Date** _____

In the event that I cannot drive to the studio the teacher has approved virtual lessons on a

Weekly basis _____

Only when necessary _____

Teacher's Signature _____

For Charter School Members Only

I understand that I must apprise the studio of charter school-related breaks and holidays and non-teaching days in advance. If otherwise unmentioned I will be eligible to pay out of pocket for lessons missed on those days.

Print name _____ **Signature** _____ **Date** _____