

Kingdom Voice Studios:

Vocal Studio Policies, Requirements & Agreement

Attendance & Cancellations:

- The Attendance & Cancellation policy reflects my desire to accommodate the maximum number of students as possible in the available time slots throughout the year.
- Advance notice of 24 hours is required for lesson cancellation. “No shows” and lessons canceled without the proper advance notification will be charged as a scheduled attended lesson and you will be responsible for payment in full. (Unless in case of unexpected emergency discussed with your vocal coach)
- Students are expected to attend regularly and arrive on time. Regular lesson attendance maximizes progress and holds your specific lesson time. Remember that you have reserved the time slot, not the number of minutes.

Preparation & Practice:

- Students need to keep their music and handouts in a binder/folder and bring it to every lesson. This is for when we go over your music and assignments. Also, if you want to bringing a recording device to record your lesson for the purpose of using these recordings when you practice during the week, you can only with the permission of the vocal coach. In addition, bring a notebook if taking notes is better for processing and learning.
- Daily practice is necessary for the full benefit of lessons. The amount of time spent practicing varies from student to student, but it needs to be consistent. Science has shown that shorter practice times conducted more frequently each week will allow you to grow the fastest. Problem areas that are discussed during lessons need to have effort to at least try to be corrected at home as well. The student and I will come up with attainable practice goals.

Focus & Concentration:

- Progress in singing technique relies on the ability to detect sounds and feel sensations in your voice and body that can be quite subtle. Therefore, I rarely take a phone call while I am teaching and I request that you also refrain from answering your cell phone during your lesson time unless it is an emergency.

Teacher Expectations & Responsibilities

1. Provide each student with the personal attention and respect necessary to develop his or her individual talents. Encourage a feeling of success with each student's individual rate of learning.
2. Guide each student to a greater understanding and enjoyment of music and possibly of Jesus Christ.
3. Guide each student toward an awareness of their capabilities – clearly communicating short-term and long-term goals. This may be verbal or written communication. I will also provide regular feedback about student progress.
4. Guide each student toward musical independence and initiative through a balanced program of vocal technique, repertoire, and maybe some music theory/ear training –
 - Vocal Technique – the physical mechanics of the voice and how to healthily and properly produce sound. This is the groundwork and foundation of singing.
 - Repertoire – a list of pieces to be learned based on gospel, classical, musical theatre, jazz, or popular music. The repertoire we choose will be based on the student's interests and goals, sometimes based off the potential that the vocal coach may hear, and Holy Spirit led.. If you like what you're singing/playing, you're more likely to practice. And practice is the KEY to progress!
 - Music Theory/Ear Training – helping with rhythm, sight reading, "grammar" of music language, improvisation, (a.k.a ad-libs - which helps make the song their own)

Student Expectation & Responsibilities:

1. Schedule time for practice every day. The amount of time you spend practicing directly reflects how quickly you develop and improve. Practice, practice, practice! Much is given and much is required!
2. Carefully review any suggestions or instructions given in the previous lesson. Recording and/or taking notes during your lessons helps with this – highly recommended! You can use the recordings during your practice time throughout the week.
3. Arrive promptly at your lesson time. You reserve the time slot, not the number of minutes.
4. Ask questions! If any arise during the week, please contact me; better to understand now than wait a week. Email, call, or text and I will respond within 24 hours.
5. Take risks, make crazy sounds, and have FUN! You have UNLIMITED potential if you are a dedicated, hard worker. Hard work = Practice!
6. Don't be too hard on yourself. Remember to take breaks and breaths. We are our own worst critics. Don't forget to give yourself grace, it takes time. One step at a time, leads to progress, which is moving forward to new heights.

Parental Expectations & Responsibilities (for students under age 18)

1. Support the fulfillment of your child's musical potential. Consistency is the key to learning. This means promptly arriving at lessons, encouraging practice, and attending their performances. Your presence there means more than you know!
2. Encourage progress – many small steps throughout the year yield big results. For voice students, remember the voice is growing and maturing just like the human body.
3. Remind your child of daily practice and help them to schedule this practice time in their daily routine.
4. Provide a practice environment that is free from interruptions (family, friends, TV, computer, or phone).

I, _____ have read, understood and agree with the policies and requirements listed and enforced at Kingdom Voice Studios, and I give consent for these services to be performed.

Student Signature: _____

Date: _____

Parent Signature: _____
(If applicable)

Date: _____