



Private Voice Lessons Watertown Children's Theatre / Mosesian Center for the Arts Program Policies

Private voice lessons are held in person or online. Private lessons are open to students from Grade 4-Adult. Lessons are 30 minutes in length – students may be able to schedule one hour lessons based on space availability and at the discretion of the teacher.

Registration

Each student's online registration form and tuition payment must be completed by the stated registration deadline in order to guarantee his/her slot. If registration and payment, or alternate arrangements, have not been made by that deadline, we reserve the right to offer the slot to someone on the wait list.

School-Year Voice

Students are permitted to keep their assigned slots only if they continue to register in consecutive terms*. As a result, new slots only become available at the transition between semesters when/if any ongoing students decide not to continue. People who are interested in having voice lessons with WCT are kept on a wait list and will be notified as spaces become available. * Continuing student status does not extend to new students registering for summer session.

Summer Voice

Summer voice lessons are a separate program, and not continuous with the school-year voice program. Registration in summer session does not confer continuing student status for school-year voice lessons. Scheduling of summer lessons is assigned on a First Come First Served basis. There are no make-up lessons or pro-rating; students may enroll in more than one summer session on a space available basis; lessons are 30 minutes in length.

General Policies

Each student is responsible for bringing her/his music and a pencil in a folder to EVERY LESSON. This is important to their growth as a singer! For vocal health, please remember to bring a room temperature water-bottle and a plastic or metal straw with a bendy neck. Students must arrive promptly for scheduled lessons. Each lesson will end at the scheduled time, so as to not delay the next student's lesson. We encourage parents to meet briefly with their child's teacher in either the first or second week of lessons. It is helpful to both the student and parent/guardian to understand what is expected of every student at the beginning of each session. New students: please bring a short song of your choice for the first lesson.



Materials

WCT has a music library and many of your songs can and will be sourced and provided from this existing library. However, there may be songs that you are working on that are not available from our library, so there may be times when you need to purchase, download, and/or print music to use for your lessons. Your instructor will give clear instructions about what is needed for each piece of music.

Absences

Please regard your scheduled lesson time as a serious commitment. If, due to unavoidable circumstances a lesson must be missed, please give at least 24-hour notice (by noon of the lesson day in cases of illness) by sending an email to your student's instructor. Please contact the instructor directly, as WCT/MCA staff may not be able to relay messages during lesson times. We only guarantee one make-up lesson, and only in cases of adequate advance notice or illness. Exceptions will not be made to this cancellation policy. See below, Make-up Lessons/Lesson Swaps.

Make-up Lessons/Lesson Swaps

In the event a student cannot make a scheduled lesson, WCT encourages participants to arrange lesson swaps with other voice students. Participants are asked to authorize sharing of contact information with other voice families in order to facilitate lesson swaps between students. If you do not want your contact information included on a swap list, please contact registration@mosesianarts.org and let us know that you do not want to be included. WCT does not coordinate lesson swaps - this is the responsibility of participant families. If you arrange a swap, please be sure to send a notification to your student's instructor so she will know who to expect. All lesson swaps must be completed within the session and may not be carried over to a subsequent session. Due to space and schedule constraints, additional make-up lessons are subject to availability and will be at the instructor's discretion.

Lesson Cancellations

In the event that WCT must cancel lessons due to instructor illness, internet outage, extreme weather, or other circumstances, lessons missed on this day will either be rescheduled or moved to online lessons depending on the circumstance. When possible, the instructor will make every attempt to contact you at least 24 hours in advance to cancel and/or reschedule. If you are uncertain if lessons have been canceled, please call the office at 617-926- ARTS (2787) for announcements or visit the Mosesian Center for the Arts website.



Observing Lessons

It is our experience that children do their best when unaccompanied, and with this in mind we ask that family members not join participants for lessons. All of our programming is participatory, and observation by non-participants can be inhibiting. If students are participating in voice lessons remotely via an online platform, please have them join the lesson from a private, quiet, well-lit room if at all possible. Thank you for your cooperation.

WCT/MCA Education Health and Safety Policies

All participants should stay home if they are experiencing symptoms of illness. This includes but is not limited to sore throat, congestion, fever, cough, nausea, conjunctivitis, diarrhea, vomiting. If participants or anyone in their house has potential COVID or other communicable illnesses, please test before returning to programming.

The Mosesian Center for the Arts is a nut-free building - all food eaten in MCA spaces must be nut-free (includes peanuts and all tree nuts: walnuts, pecans, almonds).

Private Voice Lesson Payment/Refund Policy

Registration for private voice lessons is contingent on payment in full for 9 lessons before the start of the first lesson. Once a lesson slot is confirmed and paid for, it is a commitment to that slot for the 9 lesson session. Once the session begins, no refunds are available, since the slot has already been reserved for the session. If a refund is requested within 5 business days of the first lesson, a refund (minus \$35 admin fee) will be provided only if the lesson slot is filled by another student before the first lesson.

Contact Information

To communicate about an absence or swap from Monday lessons with Susan Davies, you can contact Susan at susanvoice.wct@gmail.com

To communicate about an absence or swap from Tuesday and Thursday lessons with Ajda Snyder, you can contact Ajda at ajda@ajdatheturkishqueen.com

For questions regarding registration, payment, or waitlist status, or the voice program in general, please contact registration@mosesianarts.org.