

2008

String Studio Handbook



Carrie K. Neuner, Private String Instructor

Website: www.stringeducator.com

(Revised 9/20/08)

Welcome!

Welcome to a new year of private string lessons! I am excited to see how much each student will progress this year. This handbook is for your reference. It includes my contact information, studio policies, and other important details.

1. When are lessons?

Lessons will be once a week. Lessons are 30 minutes long for students 10 and older. I do offer 15 minute beginning lessons for young students. Students will need to arrive at least five minutes before their scheduled lesson time. Due to other lessons we will need to start on time and end exactly on time. Make sure your watch is on the same time as the one at Sam Bass Music or Blackerby.

2. What do I need to bring to each lesson?

Each student needs to always have their instrument, shoulder rest, music, rosin, and any other materials that might be used in the lesson. Every student must have a good shoulder rest (such as a “Kun”), so that they will be able to improve their technique and posture. At your first lesson we will discuss what level music you are playing and then I will in the future suggest the correct etude book and a future solo piece after we have worked on beginning technique. **Beginning students will need the Suzuki Violin Book I and CD. Older beginners will need the Essential Elements Violin Book I, in addition to the Suzuki material.**

3. How much do I need to practice each week?

Usually, orchestra teachers expect students to practice their instrument a minimum of two hours a week. For private lessons, a student should practice each weekday as long as their lesson is. If a student is taking a 30 minute lesson a week, to see real improvement that student needs to practice 5 days a week for 30 minutes at a time. Of course, if a student wants to practice more it will only benefit them. It is also helpful for the student to practice once on the weekend. It is better to practice every day than only one or two days for a long period of time.

4. How much are lessons and when do I pay?

Lessons are paid by check (to Carrie Neuner) in sets of four. Each set of four 30-minute lessons is paid before the lessons take place. At the end of four lessons a payment may be made for the next set. If you talk with me about missing a lesson due to an emergency, (see next section), you need to contact me to schedule a make-up lesson for that missed lesson. It is your responsibility to schedule the make-up lesson for which you have already paid.

5. What do I do if there is an emergency and we cannot make the lesson?

Please call me at my **512 number 24 hours before the lesson**. I pay for the studio time slot therefore, it is important that you are on time for every lesson. If the emergency occurs the day of the lesson, you must call my cell phone at least one hour before the lesson. My cell phone is for emergency contact for the day of lesson only. Do not call me the day of your lesson on my 512 number; I may not be home and receive your message in time. E-mail is not a way to contact me about an emergency. Here is a list of emergencies I will accept for missing if I have discussed problem with parent:

- Illness (parent call me *before* lesson starts; please keep sick children home)
- Medical emergency in the family
- Other family emergency that is determined a true emergency.

A student who does not show up due to forgetting their lesson or not having a ride is unacceptable. Please be aware that you may be required to pay for the missed lesson in this situation. Make-up lessons will be arranged for missed lessons that are pre-approved through the parent and I. If you do not abide by above policies or do not come to the lesson, I reserve the right to accept payment for the lesson will not grant a make-up lesson.

If a student comes to their lesson sick (cold, flu etc), I reserve the right to reschedule the lesson.

Blackerby Students: I only teach at Blackerby on Wednesdays, therefore I am available for your make-up lessons at my Round Rock location. I may, occasionally, schedule a Saturday make-up day at Blackerby, but do not depend on this event.

If you have a family vacation you will be going on, I need to know at least a day ahead of time, so you will be granted a make-up lesson.

Please remember that your string lessons are to be a priority. In order to play your instrument well you must be fully dedicated to practice and continual learning. Any other extracurricular activities, non - emergencies, should not be used as a reason for missing an important lesson at the last minute. I reserve the right to end lessons with a student at any time if policies are not being followed or if a lack of priority is evident.

For approved situations of missing, I will be available to have you schedule a make-up lesson. Please be aware that if you have a make-up lesson your student may have two lessons that week instead of one.

6. Mrs. Neuner's contact information:

Home Phone: **512.331.7715**

Cell Phone: 630.803.2941 (call on day of lesson only if emergency)

E-mail: carrieneuner@hotmail.com

* Please do not try to reach me on Sam Bass or Blackerby store numbers.

Other helpful tips:

I will discuss with the student about cleaning their instrument and maintenance. Strings will need to be replaced when they have been worn. Your student should keep a soft handkerchief to dust off their instrument and bow stick after practicing. This will help keep rosin build-up to a minimum.

Having good strings is very important. It will make a positive difference in their sound! I recommend a *Dominant* brand string set. I also highly recommend a quality wooden bow or carbon fiber bow. A bow can also make a large improvement in sound. There are certain techniques, such as *spiccato*, that will be very difficult to do with a poor quality bow.

Above all, a good instrument is important. Buying a string instrument is an investment. If it is a full size instrument, it may be with your student for the rest of their life. Spending for a good instrument will greatly improve their tone and will encourage your student to continue their progress. I invested in a good handmade violin and have had the same one since high school! My instrument has brought me through college auditions, symphony orchestras, and now my own teaching! If you would like to talk more about where you should shop for an instrument and what price range to look for, please talk with me.

Recommended accessories for violinist:

- ❖ *Kun* shoulder rest
- ❖ *Hill* rosin
- ❖ *Dominant* strings (+ extra E and A string in case)
- ❖ *CodaBow* carbon fiber bow
- ❖ *Manhasset* music stand
- ❖ *Seiko* metronome/tuner

Please visit my new website for helpful tips and links!

<http://www.stringeducator.com>

Note: New students must sign Student Handbook & return to Mrs. Neuner. Returning students/parents: Please review Handbook for any small changes/revisions.



Studio Agreement Slip
(Revised 5/31/06)

I, _____ (student), have read and understood Carrie
Neuner's Studio Handbook and will abide to all the studio policies.

I, _____ (parent), have read and understood Carrie
Neuner's Studio Handbook and will abide to all the studio policies.

Student Signature _____ Date _____

Parent Signature _____ Date _____