



Grapevine Faith Christian School CREATIVE ARTS ENRICHMENT PROGRAM

STUDENT CONTRACT FOR _____

(student name)

Faith Christian School wishes to provide facilities and instruction for creative art enrichment lessons for their students on campus and make them available during the regular student school day. Instructors for these lessons will be Christians who are interviewed and screened by the school.

Faith Christian School, the instructor and the student's parents will mutually agree on a lesson time per week. Faith Christian School will allow the student to be dismissed from their elective class or P.E. class in order to attend a private enrichment lesson one day per week.

PARENT RESPONSIBILITIES:

1. Assist in the selection of a lesson time.
2. Return the following to the Private Lesson teacher:
 - a. Signed Contract (this form) – all students.
 - b. Application Form
 - c. \$25 non-refundable Family Registration Fee (per family, per year), Check payable to Faith
 - d. Materials Fees per teacher. (non-refundable) – Check for materials only - payable to teacher.
3. Pay the lesson fee for the month to the instructor at the first lesson of each month. Lesson fees are non-refundable. [Checks payable to Faith Christian School]. If you don't pay by the 2nd lesson of the month, you don't get a lesson but still have to pay for that month. Please be prompt in paying; the private lesson teachers don't get paid until parent pays.
4. Give a 30-day written notice to the Creative Arts Office to drop an Enrichment Lesson. (You will still pay for that 30 days)
5. Provide the student with an acceptable instrument, equipment and/or materials for instruction.
6. Notify the instructor 24 hours in advance when a private lesson will be missed. Lessons missed by the student are non-refundable and can only be re-arranged if the instructor is able to do so.
7. If after-school lesson, drop off and pick up student on time.
8. Encourage your child to participate, practice, not give up, and finish the entire semester.

STUDENT RESPONSIBILITIES:

1. Bring the musical instrument, pencil, folder, required materials etc. to the lesson each week.
2. Practice during the week as instructed by the teacher.
3. Be punctual to the lesson and all other Faith Christian School classes.
4. Maintain good conduct and passing grades (C and above) in all Faith Christian School classes in order to continue the Enrichment Lessons.
5. Participate in your teacher's enrichment recital/showcase at the end of each semester. (Date to be announced)

INSTRUCTOR RESPONSIBILITIES:

1. Be punctual and teach all lessons under contract. Demonstrate expertise in the area of instruction. Dress professionally.
2. Keep the instructional area neat, clean. At end of each lesson: replace any equipment/furniture moved for lessons to the proper place in the room, turn off lights, pick up trash, and adjust room temperature.
3. Contact the Creative Arts Department and your students in case of absence or required schedule change.
4. Re-schedule make up lessons missed by the instructor with the student and student's parents. Lessons missed by the student are non-refundable and can only be re-arranged if the instructor is able to do so.
5. Provide emergency information to the Creative Arts Office and student's family, including telephone numbers and email.
6. Collect the lesson fee checks and keep accurate record of attendance and payments for lessons.
7. Provide helpful information related to securing an instrument for lessons, or other materials; report student progress to parents within each grading period.
8. Schedule an enrichment recital/showcase for your students at the end of each semester.

GENERAL INFORMATION:

The student and parent must notify the instructor at least 24 hours in advance if he/she is to be absent for any reason. Students missing more than (2) lessons without talking to the instructor will be asked to step down from the program for the semester. Lessons will only be re-arranged if the instructor is available to do so. Make up lessons may not be during regular class day and are subject to teacher and room availability.

The annual family registration fee, materials fees and lesson fees are **NON-REFUNDABLE**.

If a student does not pay by the end of the first lesson each month, a **\$15.00** late fee will be added to the month's balance and student will not be allowed to attend future lessons until balance is paid for the month. There is a **\$30.00** service charge for returned checks.

PARENT SIGNATURE

DATE

STUDENT SIGNATURE

DATE

(Please keep a copy of this agreement on file for your review)