

**LAGRANGE SYMPHONY ORCHESTRA'S EDUCATIONAL STRING PROJECT,  
YOUTH ORCHESTRA, AND STRING ENSEMBLE  
STUDENT/PARENT/TEACHER GUIDELINES**

**THE STUDENT'S RESPONSIBILITIES**

- Arrive on time with your materials: instrument, bow, shoulder rest, sheet music corresponding to the lesson, notebook, etc.
- Listen and cooperate during the lesson.
- Maintain a positive and respectful attitude.
- Practice at home regularly.
- Keep a weekly practice log if required by the Teacher or Conductor.
- Complete any written work as assigned.
- If using an LSO owned instrument, report any issues or damage to your teacher or Conductor as soon as you realize there is a problem so that repairs can be scheduled and/or a replacement instrument can be provided.

**THE PARENT/GUARDIAN'S RESPONSIBILITIES**

- **Maintain regular communication with Teacher or Conductor**
- Ensure that the student is prepared for every lesson.
- Ensure that the student has all the required materials and brings them to each lesson.
- Work with the student to establish a consistent practice routine.
- Ensure that the student is completing all assignments each week.
- Keep up with the given lesson schedule/calendar.
- Ensure that the student arrives and is picked up from lessons or rehearsals on time.
- Meet financial obligations in a timely manner.
- Contact your child's teacher as soon as you know that a lesson will be missed.
- Maintain communication with the LSO office ([info@lagrangesymphony.org](mailto:info@lagrangesymphony.org) or 706.882.0662) regarding financial obligations.

**THE TEACHER OR CONDUCTOR RESPONSIBILITIES**

- **Maintain regular communication with Student and/or Parent**
- Ensure that they are available as scheduled to teach or conduct.
- Provide music or other materials as needed by the student.
- Communicate in a timely manner with parents and students regarding any schedule changes.
- Maintain communication with the LSO office to ensure that billing information is provided correctly to parents.

**MISSED LESSONS**

- Last-minute cancellations that are not an emergency will not be rescheduled or credited. When the teacher is at the lesson and ready to teach with little or no notice from the student or parent, the LSO must pay the teacher. Thus, **students will be charged at full rate for "No Shows" and for last minute cancellations.**

**PAYMENTS**

- Tuition is billed by email invoices at the end of each month. The email will come from **LaGrange Symphony Orchestra Inc [quickbooks@notification.intuit.com](mailto:quickbooks@notification.intuit.com).**
- Payment is due by the 15th day of the month after the lessons are taken.
- Payment options will be included in the invoice.
- **NO PAYMENTS should be made directly to a teacher.**
- Parents are responsible for any bank charges incurred because of returned checks.
- Lessons are subject to disruption and/or cancellation if payments are more than 60 days past due.
- A very limited number of scholarships may be available for lessons, string ensemble or orchestra. Please contact the office if you have an economic hardship and wish for your child to be considered for a scholarship.
- If available and your child is enrolled in group lessons, those lessons are charged a monthly rate, regardless of the number of actual lessons taught or attended each month. Holidays and school breaks have been considered in the pricing of these lessons and they are charged at a monthly rate for your convenience.

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## ORCHESTRA GROUP DEFINITIONS

### **LSYO – LaGrange Symphony Youth Orchestra**

- For students in grades 9-12 with occasional exceptions made at the discretion of the conductor based on playing skill and demonstrated maturity levels.
- Practice is each Monday from 6:00 – 7:00 p.m. Rehearsal venue is Westside Music Building at LaGrange College.
- Concerts are held at the end of each semester.  
Dates for this season are:
  - ▶ Tuesday, December 12, 2023
  - ▶ Spring concert TBD
- The LSYO will play side-by-side selection(s) with the LaGrange Symphony Orchestra at their concert on
  - ▶ Tuesday, March 19, 2024.
- Conductor is Michael Giel

### **LSYOSE – LaGrange Symphony Youth Orchestra String Ensemble**

- For students younger than grade 9 with two years of study. Occasional exceptions are made at the discretion of the conductor based on playing skill and demonstrated maturity levels.
- Practice is each Monday from 4:45 – 5:45 p.m. Rehearsal venue is Westside Music Building at LaGrange College.
- Concert is held at the end of each semester.  
Dates for this season are:
  - ▶ Tuesday, December 12, 2023
  - ▶ Spring Concert TBD
- Conductor is Sam Lee.