

POLICIES (2018)

MOMMY & ME CLASSROOM POLICIES

- **Please try to get to class on time.** It disturbs the class flow when late-comers arrive, and it's hard for late-comers to get oriented.
- **Please participate in the class activities.** You are a very powerful role model for your child. Your participation in singing, moving, and listening cues your child that it is safe, enjoyable and important.
- **Please don't carry on conversations with other adults during the class, particularly when we are singing.** I count on your voices to sing and support. Your focus and attention on class activities model attitudes of respect and enjoyment of music.
- **Please silence your cell-phone.**
- **Please take action** if your child is doing something that is *dangerous to him/herself or someone else*; if your child is *using one of the instruments or props in an inappropriate manner*, if your child is *creating a disturbance such that we cannot continue with class* – in this rare case, I ask you to step into the hall until your child calms down, and then rejoin the class.
- **Thank you for leaving individual bottles, snacks, and toys out of the class area.** These items can become a major source of distraction.
- **Thank you for keeping sick children at home.** We appreciate your consideration of the other families in the class.
- **Thank you for communicating with me!** I am always eager to hear how music is being expressed and enjoyed in the life of your family. Let me know about any questions or concerns you might have.
- **Thank you for sharing music with your children at home.** The better you and your child know the songs, the more everyone will get out of the class. The superior quality of the Musikgarten CDs ensures that your children are hearing good singing and instrument models.
- **Thank you for recommending *Immanuel Valpo Musikgarten* to your friends and neighbors.** And please let me know so that I may thank you in person.

CALENDAR / WEATHER

Visit ImmanuelValpoMusikgarten.org for the most current calendar. FREE holiday programs are occasionally offered. If the public schools close due to bad weather, class will be canceled and a make-up class will be scheduled if possible. Check the website homepage for announcements.

PAYMENT / REGISTRATION

Checks should be made payable and sent to: **Immanuel Lutheran Church**: 1700 Monticello Park Dr. Valparaiso, IN 46383. Please write **Musikgarten** on the memo line.

- Classes are subject to enrollment and are limited to a maximum of 10 families/class.
- Registration will be handled on a first come, first served basis. Your child's place in class will be secured when payment is received. If a class fills or the schedule changes for any reason, fees may be applied to another class or else payment will be returned.
- Payment may be adjusted if a family registers after classes have begun, but payment is non-refundable after it has been received.
- If the teacher cancels class, every effort will be made to schedule a make-up class at the end of the session.
- Babies (until they are mobile) are welcome to attend *with big siblings* free of charge. Families enrolling two or more children may receive a 10% discount off the *combined tuitions*.
- All participants must sign an **Informed Consent** by the first day of class:

My child . . . has permission to participate in the classes offered at **Immanuel Valpo Musikgarten**. I understand that the church, staff, and class instructor are in no way responsible for any accident or injury which may befall my child or family while we are on the church property. ***I understand that either my appointed caregiver or I must be present for the entire length of each class and that I must supervise my child at all times.*** Furthermore, should my child require medical attention, I give my permission for my child to be treated by a competent physician if I cannot be reached. I have received a current copy of **Immanuel Valpo Musikgarten** and have read, understand, and agree to the policies as stated. I give my permission for photographs of my child to be used in **Musikgarten** promotional materials (website or hard copy.) __ Y __ N

