



Policies and Procedures

2026-2027 lessons begin the week of August 17!

1. **What is the Academy?** The Legacy Lesson Academy is a private studio lesson violin, viola, cello, and bass instructional program exclusively for current members of FCLYO. Members have the option to combine their FCLYO tuition payment with their lesson payment for an easier billing process. *Space is limited; please confirm your lesson time with FCLYO before registering for the Academy.*
2. **Why take lessons with the Academy?** FCLYO members have concerts and are tested on their music, and students need to have their music "performance ready" by these deadlines. The Academy ensures that students each have the same number of monthly lessons and tracks progress on specific pieces leading up to scheduled performances. Academy students have the opportunity to earn the "Gold Star Award" for passing off all season repertoire prior to our spring awards night. Academy lessons are also included as "bonus lessons" during the summer months at no additional charge!
3. **Who are the Academy teachers?** Aimee Knight (FCLYO music director) teaches the Academy violin lessons. Dana Apolonio (FCS orchestra assistant teacher) is our specialist for the lower strings (viola/cello/bass).
4. **What are the hours and where do lessons take place?** Academy lessons take place in person on the Foothill Christian School campus. The exact days that lessons are offered vary by lesson teacher. Students are assigned a weekly lesson time before the session begins in mid-August and keep the same lesson time for the entire school year. Students may request to change times during the year, but it is not guaranteed. Lessons are 30 minutes once per week.
5. **How many lessons are included?** Academy lessons maintain follow a regular schedule from mid-August through the end of May. Students receive four (4) lessons every month with the exception of two (2) lessons in August (summer break), three (3) lessons in December (Christmas break), and one (1) flexible teacher vacation week for a total of 36 lessons per school year. Four (4) complimentary summer lessons are scheduled flexibly in June and July and are included at no additional cost. There are also occasional solo recitals and other various performance opportunities included for Academy students.

Continuous and consistent individual study on the instrument is a key component of progressing to the levels required for FCLYO and for college music programs.

6. **What is the cost?** Annual tuition is \$1500. Members can elect to pay in full or finance tuition by trimester or monthly payments. Tuition is payable to Foothill Christian School via FACTS. *If financing, FCS families must select the same payment plan (trimester or monthly) as their current school tuition plan.*
7. **5th week.** When the assigned lesson day occurs five times during the same month (i.e. five Tuesdays), the "5th week" will be used at the Academy's discretion - either as a makeup lesson for holiday week lessons or a day off. The schedule will be posted on FCLYO online calendars and on the Academy Master Schedule.
8. **Vacation weeks.** There are no lessons the first two weeks of August, and there is one week off from lessons during Christmas week. All other months have four (4) total lessons. There may still be lessons during Thanksgiving week (Thanksgiving Day lessons will be rescheduled), spring/Easter breaks, and FCS scheduled days off school unless the "5th week" applies. *Students who are out of town or otherwise unavailable on any of their scheduled lesson days may request to reschedule the lesson within 24 hours of the lesson start time.*
9. **Student cancellations and rescheduling.** All Academy families will have access to our Academy Master Schedule to view when your lessons are scheduled and to check what open times are available if needing to reschedule.
 - If the student will be absent and needs to reschedule a lesson, the student or parent must text message or email the lesson teacher directly no less than 24 hours before the scheduled lesson start time in order for the absence to be considered excused and eligible to reschedule.
 - If none of the available makeup times work for the student, please let the teacher know and the student will be added to the "To Reschedule" list.
 - If less than 24 hour's notice is provided, the cancelled lesson is forfeited.
 - All lessons added to the "To Reschedule" list must be rescheduled within 60 days of the original lesson date. After that date, the lesson is forfeited. It is the parent/student responsibility to keep track of checking the schedule and requesting necessary makeup lesson times.

NOTE: Complimentary summer lessons are scheduled independently and have a separate cancellation policy.
10. **Teacher absences and vacation week.** If the teacher needs to reschedule a lesson for any reason, the student will receive an email notification to select a replacement lesson time, and the teacher absence date will be added to the Academy Master Schedule. Academy tuition also accommodates one (1) teacher vacation week per year where makeup lessons are not required. Teachers will communicate their selected vacation week with as much notice as possible.
11. **Lesson contract.** As with FCLYO, students are enrolled in the Legacy Lesson Academy for the entire year. Academy lessons are discounted from the regular FCS per-lesson rate as a yearlong packaged

deal. We know our students are paying for orchestra and annual tour, and our goal is to provide affordable, consistent lessons to our members. The Legacy Lesson Academy does not accommodate any prorating, starting later, or "stopping and starting" lessons over the course of the season. *Withdrawing from the Academy is permitted for extenuating circumstances only.*

12. **Parent/student communication.** It is the full and complete responsibility of the parent and/or student to communicate directly with the lesson teacher regarding absences due to school field trips, school holidays, or any other reason. FCLYO members attend different schools and have various school holiday breaks and schedules. Check the Academy Master Schedule to confirm whether or not a lesson is scheduled on any particular date. *Students and parents may contact the teacher directly via email or text message between 6:00 AM and 9:00 PM.*
13. **Drop off and pickup.** Rides should be waiting at least five minutes before the lesson end time for prompt pickup from the designated location as communicated by the teacher. Foothill Christian School provides complimentary childcare to FCS students between the end of the school day and the lesson start time up until 4PM M-Th and 1PM Fridays. On FCS holidays and non-school days, it is the parent/guardian responsibility to transport the student to and from the lesson or reschedule the lesson if necessary.
14. **Punctuality.** Lessons start and end at the scheduled times. If the student is running more than five (5) minutes late to the lesson, a call or text message to the teacher is required. After 15 minutes of no communication, the lesson is considered forfeited. Students are expected to be respectful of the teacher's time and other students' lesson time by arriving promptly to their lessons. Prompt pickup is required at the lesson end time.
15. **Safety and supervision.** Students of all ages must be supervised when on campus. The parent/guardian is responsible for the student before, during, and after the lesson. Teachers are not available to walk students to their cars - it is the parent/guardian's responsibility to pick the student up from the lesson location as instructed by the teacher. Students are not permitted to be dropped off early, wait outside unattended, or be alone in the parking lots. If the ride is running late, please communicate that directly with the teacher. *NOTE: If teachers have to send FCS students to childcare after the lesson due to late pickup, charges will incur.*
16. **Online or asynchronous lessons.** If the student must cancel a lesson with less than 24 hour's notice, they have the option to request that the lesson be taught remotely at the regular lesson time, or the student may record a video performance of the assignments to send to the teacher for written feedback. All requests for alternative lesson formats must be made prior to the scheduled lesson start time.
17. **Practicing and recitals.** Academy students are required to be practicing regularly (with the use of backing tracks and a metronome) in order to make adequate progress on their orchestra music and solo repertoire. Performing at all studio recitals is also required unless there is a pre-existing, unavoidable conflict.